

Campus Police
Safety and
Fire Report
2011



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A message from Dr. Keith Miller



Dear Greenville Tech community:

At Greenville Tech, we work hard to give students the best possible environment for learning with high tech tools and small classes led by caring instructors. We're also working hard to see that our campuses are safe, so that attention can be focused where it belongs -- on student learning.

Even though we can't eliminate crime, we have safety policies and procedures in place to minimize it. These measures are subject to continuous review and improvement.

Uniformed police officers, complemented by a force of safety officers, are a visible deterrent to crime. Officers are available 24 hours a day and respond quickly to calls and emergencies. Safety resources also include emergency telephones on all campuses and cameras in student housing.

A warning system is in place, and communication tools include emails, announcements on GTC4me, and alerts to cell phones and email. Each building has a building marshal and floor captains who have been trained to carry out emergency notifications and procedures as required.

A Crisis Management Team meets at least monthly, ready to mobilize resources in the event of an incident. Drills and training are part of this team's duties.

The statistics presented in this Clery report show that Greenville Tech is not crime free. We are, however, making every effort to minimize crime and maximize safety, and we appreciate your help with that effort.

Sincerely,

A handwritten signature in black ink that reads "Keith Miller". The signature is written in a cursive, flowing style.

Keith Miller, PhD
President, Greenville Technical College

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Introduction from the Chief of Police

Dear Students, Faculty, Staff, Prospective Students, and Concerned Citizens,



I am pleased to present you with the Campus Police Safety and Fire Report for 2011. As a result of a proactive team effort on the part of Campus Police, faculty, staff, and students, we continue to see a decrease in serious crime, while we maintain a focus on reducing illegal activity on campus. I ask that you continue to be observant and to notify us immediately when you have information on crimes and suspicious activity. By notifying us quickly when events occur, you allow your Campus Police Department to respond in a timely manner to resolve the issue.

We have a full-time police force on duty 24 hours a day. The Campus Police Department is the jurisdictional agency for police services on all four campuses and off-campus locations. Municipal, county, and state agencies continue to assist us as necessary. Our emergency plan is in place, and we continue to improve the plan with an emphasis on crime prevention.

We live in the “Information Age,” and we hope that this publication will help you help us, by providing you with tools and information that you need during your time here at Greenville Tech. We encourage you to read and refer to this publication often, and to visit the links provided for relevant web sites. We are always open to your tips, comments, and suggestions. Campus Police can be reached at (864) 250-8150 [x8150], or in an emergency at (864) 250-8911 [x8911]. Our email is campuspolice@gvltec.edu.

Although Greenville Technical College is safe, no campus in America is crime-free. Thank you for giving safety and this report your attention.

Sincerely,

Captain Eddie Ridgeway
Interim Chief of Campus Police
(864) 250-8211 [x8211]
eddie.ridgeway@gvltec.edu

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Emergency Contacts

Campus Police Emergency	(864) 250-8911 (x8911)
EMS	9-1-1
Fire	9-1-1
Campus Police Non-Emergency	(864) 250-8150 (x8150)
Campus Police Cell Phones – Barton	Cell (864) 419-9929 Cell (864) 419-9980
Campus Police – Student Housing Safety Officer	Cell (864) 419-9966
Campus Police – Brashier Safety Officer	Cell (864) 419-9903 Desk (864) 250-4135 (x4135)
Campus Police – Greer Safety Officer	Cell (864) 419-9923 Office (864) 250-3027 (x3027)
Campus Police – Northwest Safety Officer	Cell (864) 419-9968
Campus Police – McAlister Square Safety Officer	Cell (864) 505-6139
Police Chief	(864) 250-8211 (x8211)
Police Captain	(864) 419-9972
Dean of Students	(864) 250-8100 (x8100)
Student Housing Manager	(864) 298-0716

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Section 1



Campus Safety Report

The purpose of the information in this publication is to comply with requirements set forth under the 1998 **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** (20 USC § 1092(f)), previously known as the Student Right-to-Know and Campus Security Act of 1990, as amended. The act is commonly referred to as the “Clery Act.” This report, commonly called the “Clery Report,” is updated on an annual basis and is disseminated to all College students, faculty, staff, and interested individuals via web distribution. Upon request, Campus Police will provide this report in printed format to any applicant for enrollment or employment, as well as to any current student, faculty, staff, or interested individuals.

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1.1 Alcohol and Drug Abuse

From the 2011-2012 Catalog and Student Handbook, pp. 51-52:

Alcohol and Drug Policy

The sale, possession, or consumption of alcoholic beverages and/or narcotics, hallucinogens, stimulants and marijuana are specifically prohibited on all campus properties, including Student Housing. Violations will be reported to the Campus Police Department for prosecution. Behavior resulting from the use of alcohol or other drugs that poses danger to the student or others will not be tolerated and could result in disciplinary sanctions.

No alcoholic beverages are to be served or consumed at any on-campus or off-campus college function. This includes club, departmental and class activities such as meetings, field trips, picnics, parties, Greenville Tech Foundation Student Housing, and similar activities. No Greenville Tech funds will be authorized for the purpose of purchasing alcoholic beverages.



Individuals who experience alcohol/drug dependency are encouraged to seek assistance through the Counseling Department, the Phoenix Center, or South Carolina Department of Vocational Rehabilitation.

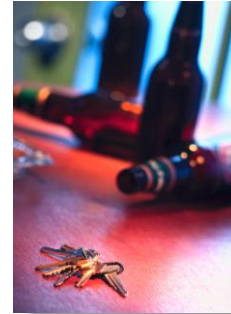
The college complies with Section 1213 of the Higher Education Act of 1965, as amended. As part of the compliance procedure, the college provides each student and employee with a copy of the “Alcohol and Other Drug Use” policy as adopted by the State Board for Technical and Comprehensive Education. This policy contains information concerning the following:

- The technical college system’s prohibition of the unlawful manufacture, distribution, possession or use of narcotics, drugs, other controlled substances or alcohol at the work place and in the educational setting.
- The effects and health risks associated with alcohol consumption.
- The effects and health risks associated with the consumption of controlled substances.
- South Carolina laws relating to alcohol and other drugs.
- Federal penalties for the possession of controlled substances.
- Local (City of Greenville) ordinances and penalties relating to drugs and contraband.
- Assistance programs which are available to students and employees.

A copy of the Alcohol and Other Drug Use Policy is available in the office of the Dean of Students.

From the Greenville Tech Foundation Student Housing (GTFSH) Resident Handbook
Alcohol/Drug Policy

As a student of Greenville Technical College, residents are also responsible for abiding by the Student Code of Conduct. There are certain housing violations that are also violations of the Student Code of Conduct. Violators will face disciplinary sanctions from GTF Student Housing as well as the Dean of Students for GTC.



- A. GTC and GTF Student Housing is a dry campus. Alcohol of any kind is prohibited.
- B. Residents 21 years of age or older are ***NOT*** permitted to possess and consume **any alcoholic beverage** on GTC or GTF Student Housing property.
- C. The **public display** of empty alcoholic beverage containers is prohibited.
- D. It is against the law for a person under the age of 21 to purchase, possess, or consume any alcoholic beverage. Violators of policy are subject to disciplinary action as well as legal actions.

Use/Possession or Distribution of Narcotics or Illegal Drugs

GTF Student Housing has a **ZERO TOLERANCE DRUG POLICY**. Any individual found in possession of illegal drugs and/or drug paraphernalia will be automatically removed from GTF Student Housing and reported to the Dean of Students. It is the policy of GTF Student Housing to notify the GTC Police Department when any illegal drugs or drug paraphernalia is found. The individual will have no more than 72 hours to vacate and the student will be charged a termination fee of two times the amount of monthly rent or the remainder of the lease amount, whichever is less. GTC strictly prohibits the use, possession, or trafficking of narcotics or drugs that are illegal as defined by local, state, and federal law. Any guests found to be in possession of illegal drugs will be arrested and prosecuted while their GTC/GTF Student Housing host/hostess will face disciplinary sanctions by the College.



prosecuted while their GTC/GTF Student Housing host/hostess will face disciplinary sanctions by the College.

Resources:

Catalog and Student Handbook – <http://gvltec.edu/catalog/>
Greenville Tech Counseling Services – <http://gvltec.edu/counseling/>
The Phoenix Center – (864) 467- 4747 – <http://www.phoenixcenter.org>
South Carolina Department of Vocational Rehabilitation – <http://www.scvrd.net>
Greenville – (864) 297-3066 (Voice/TTY)
Greer – (864) 801-2010

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1.2 Building Access

Campus Access

During business hours, the College (excluding housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all College facilities is by key, if issued, or by admittance via the Campus Police Department. Students may have access to certain labs after hours if the Campus Police is notified by the instructor via email (campuspolice@gvltec.edu), and their name is posted on the authorized access list. All classrooms and labs with equipment (projectors, computers, etc.) should be secured (locked) when unoccupied. **No secure classroom will be unlocked until the faculty/staff member is on site to take control of the room.** All secure classrooms should be locked by the faculty/staff member when not in use.

Private offices cannot be opened by Campus Police for anyone other than authorized personnel. No access to faculty member offices by students is allowed without prior authorization in writing by the faculty member.



Student Housing Access

Per the Greenville Tech Foundation Student Housing (GTFSH) Resident Handbook

Greenville Tech Foundation Student Housing (GTFSH) is a gated community and is secured 24 hours a day. Residents are responsible for securing their own apartments and bedrooms. Residents should secure their possessions and lock their bedrooms when not present. Exterior doors should be locked at all times, even when residents are present.

The Student Housing Checkpoint is staffed 24 hours a day, 7 days a week by the GTC Campus Police Department. All traffic will flow through the Housing Checkpoint. Residents will be required to show their Greenville Technical College ID displaying “Student Housing” **and have the proper parking registration. Residents who fail to show their ID will be faced with a fine of \$15.00.**



All guests will be required to register with the Housing Checkpoint. Visitors 17 years and older are required to have a State Issued ID. Visitors under the age of 17 are considered a minor and must be accompanied by their parent. Anyone attempting to enter into the housing property without the correct identification will be promptly escorted off and may be trespassed from the GTFSH property.

Visiting hours are:

- Sunday – Thursday; 12 noon to 12 midnight
- Friday – Saturday; 12 noon to 1 a.m.

It is understood that residents may have visitors and overnight guests from time to time; however, residents expressly understand that occupancy of the unit is limited to the resident and no more than three (3) guests. Guests must adhere to the rules and regulations and respect the rights of roommates. Resident's visitors or guests, including other residents, are permitted to visit within the visitation hours above.

Same gender overnight visitations are only permitted on the weekends (Friday and/or Saturday night) and visitors must be registered as an overnight guest with the GTF Student Housing office prior to 7:00 p.m. on Friday or Saturday. Management must approve all overnight guests. Resident's failure to observe the above requirements shall constitute a default by the Tenant and entitle Landlord to exercise its rights and remedies hereunder.

THERE IS NO OPPOSITE GENDER OVERNIGHT VISITATION.

Further information regarding access and visitation policy may be found in the GTF Student Housing Resident Handbook or by contacting the GTF Student Housing office.

Resources:

Greenville Tech Foundation Student Housing – <http://www.gtechhousing.com>
(864) 298-0716

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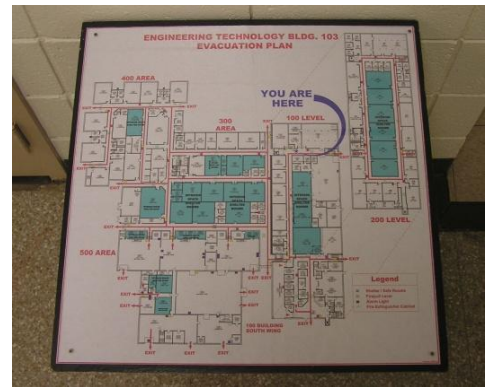
1.3 Building Evacuations

The Offices of Campus Police, Facilities Management, and Environmental Safety are authorized to initiate evacuation of a building(s).

The building safety marshals will work with the Crisis Management Team to develop emergency and evacuation plans for each building. The plans will include a telephone tree for notifying key persons in case of emergency. All building occupants will receive training in their respective emergency plan.

Evacuation is not needed nor recommended for all emergencies. Evacuation information will be distributed to staff and faculty by the appropriate building safety marshal and drills will be conducted periodically.

All buildings on campus have a fire alarm system that will be the primary notification system for emergency evacuation. When the alarm system sounds everyone must leave the building and move to a safe location.



A situation may exist where the building may need to be evacuated without activating an alarm. In this event, building evacuation plans will rely on the building safety marshals to notify occupants of the need to evacuate. After hours classes and events will be cleared by Campus Police.

The following guidelines are critical for a safe and successful building evacuation:

- The individual reaching the outside door first will hold it open for the others.
- Walk to the closest exit in a quiet, orderly manner. If an exit is blocked, the Floor Captain will give guidance on the exit route.
- The elevators will not be used. All stairwells in the building will be used for the evacuation of the building.
- Faculty should ensure classrooms are cleared and they should be last to leave the room.
- Floor Captains should clear their designated zone by checking all rooms including rest rooms, conference rooms, and remote areas, closing doors behind them.
- Advise any remaining employees or other persons on the floor about the emergency and the need to evacuate.
- Report any persons refusing to leave or problems to the Campus Police or the Crisis Management Team.
- No one should enter the building when the alarm sounds.

All fire alarms are to be taken seriously. Evacuation of the facility is mandatory until the signal to re-enter has been given by Campus Police.

Note that if the building that is designated as an evacuation site is also being evacuated, the Campus Police and Building Safety Marshals will communicate the revised evacuation location.

Campus Police will work with the Office of Disability Services to identify those students, faculty, and staff with disabilities who may need assistance evacuating a building in the event of an emergency. In addition, individuals with disabilities who may need assistance during an evacuation will be asked to identify individuals in their respective classes, residence hall or office/work area who will provide assistance.

Classroom Evacuations

Students with disabilities will follow the direction of their faculty member in the event of an evacuation. Floor Captains will assist faculty with the evacuation of students with disabilities as needed.

Building Evacuations

Building Marshals and Floor Captains in each building on campus will be responsible to ensure that faculty, staff, and students with disabilities have been evacuated and to report any individuals to the Campus Police who may not have been evacuated.

Campus Police, Disability Services, and Housing and Residential Life staff will train Resident Assistants (RAs) at the beginning of each semester to handle evacuation of resident halls. In addition, Campus Police will work with Disability Services to identify any individuals with disabilities who may need help during an emergency to evacuate a building. While partners will be assigned to assist those individuals from the classroom, faculty and Floor Captains are responsible for ensuring that any student with a disability is evacuated.

Campus Police and Floor Captains will have class schedules and can respond to help in the evacuation of students with disabilities as needed.

Student Housing Evacuations



Students with disabilities who reside in campus housing will follow the direction of the Campus Police and Housing Staff in the event of an evacuation. Resident Assistants will be responsible to ensure residence halls are evacuated and to report any students who may not have been evacuated to the Housing Staff and to the Campus Police.

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1.4 Campus Police

Greenville Technical College is a relatively large community of about 15,000 students, spread among eight (8) different locations throughout Greenville County. This makes the College as large as some of the municipalities in the county during the day. Although you will find that our campuses are relatively safe, they are not crime-free. No community in America can make that claim.



The Greenville Technical College Campus Police Department [GTCPD] provides a 24-hour certified police department to enforce all federal, state, county, and municipal laws, offer educational and crime-prevention programs for students, faculty and staff, and provide escort services. GTCPD is the primary law enforcement agency for all Greenville Technical College campuses and locations. The department works closely with the Greenville Police Department, Greenville County Sheriff's Office, and other county, state, and federal agencies to help ensure the safety of everyone on campus.

Campus Police Officers are certified by the S.C. Criminal Justice Academy and commissioned by the Office of the Governor as State Constables, having statewide jurisdiction. However, they generally limit jurisdiction to the campuses and areas surrounding the campuses. In addition, the department employs non-commissioned Safety Officers to assist with safety and security issues, including parking enforcement, securing buildings, and resident safety in Student Housing. Officers work hard to develop relationships with students, faculty, and staff in an effort to increase awareness and a positive exchange of information.

At their discretion, Campus Police Officers may refer students who have committed minor offenses to the Dean of Students and/or Student Housing Management for disciplinary action in lieu of arrest. The prosecutions of arrests are conducted in either Magistrate Court (Summary Court, 2801 Wade Hampton Blvd, Suite 302, Taylors, SC 29687) or General Sessions Court. Prosecutions of General Sessions cases are handled by the 13th Circuit Solicitor's Office.



Resources

- Campus Police Emergency – (864) 250-8911 (x8911)
- Campus Police Office – (864) 250-8150 (x8150)
- Chick Springs Summary Court (Magistrate) – (864) 244-2922
- 13th Circuit Solicitor Greenville – (864) 467-8647
- 13th Circuit Solicitor Family Court (Juveniles) – (864) 467-5900

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1.5 Counseling and Support Services

Greenville Tech's experienced counseling staff is available to every student for assistance and guidance on personal matters, academic concerns, career decisions or other situations of concern.

Areas of Counseling

- Personal Counseling
- Academic Counseling
- Career Counseling



Travis Gleaton
Director of Counseling
UT/104-116
(864) 250-8137

Task of a Counselor

The counselor's primary job function is personal, academic and career counseling. They also work with students on academic probation and suspension. Counselors are assigned to certain academic areas of the college. Log on to <http://gvltec.edu/counseling/> or call (864) 250-8137 to find the help you need here.

Related Counseling Tasks

- Conduct workshops on subjects such as time management, study skills and crisis intervention
- Provide information on campus and community resources
- Conduct career assessment workshops, including interpreting career inventory test results

Greenville Tech's experienced counseling staff is available to every student for assistance and guidance on personal matters, academic concerns, career decisions or other situations of concern. Find your counselor and his or her location by logging in to the Greenville Tech website (<http://gvltec.edu/counseling/>) or call (864) 250-8137 (x8137) for more information.

From the 2011-2012 Catalog and Student Handbook, p. 44:

Trio Student Support Services (SSS)

Student Support Services (SSS) is one of the seven federally-funded TRIO programs. The objectives of the project are (1) increase retention and graduation rates among eligible students; (2) increase the transfer rate of eligible students from two-year to four-year institutions; (3) foster an institutional climate supportive of the success of low-income and first generation college students and individuals with disabilities; and 4) improve the financial and economic literacy of students in areas such as: basic personal income, household money management, financial planning skills, and basic economic decision-making skills.

The SSS project at Greenville Technical College is funded to serve 350 students each academic year. Students are selected to participate in the project based on the following criteria:

- Qualification as a
 - low-income student as determined by the Federal Low Income Levels that are published annually
 - first-generation college student (neither of the student's parents has earned a bachelor's degree or higher)
 - student with a documented disability
 - earned high school diploma or GED
- U.S. citizen or U.S. national or meets the residency requirements for federal student financial assistance
- Demonstrated academic need for assistance
- Enrolled at Greenville Tech with a majority of classes on Greenville Tech's Barton Campus
- Initial date of college enrollment cannot exceed four years prior to date of program application

Services Provided

The following services are available to all eligible participants at no cost:

- Academic tutoring
- Academic advising
- Financial aid assistance
- Financial and Economic Literacy training
- College transfer assistance and campus visits
- Counseling (personal, academic, and career)
- Career Exploration
- Exposure to Cultural events not usually available to disadvantaged students
- Mentoring programs
- Supplemental Grant Aid
- Assistance with some child care expenses is also available to SSS participants through a grant from the United Way of Greenville County.

Applications can be picked up from the TRIO suite located in the Technical Resource Center (Bldg 102), Suite 201. For more information, please call the TRIO SSS staff at (864) 250-8432, (864) 250-8386, (864) 250-8959, or (864) 250-8380.

Student Disability Services

From the 2011-2012 Catalog and Student Handbook, p. 45:

Greenville Technical College is committed to providing equal opportunity for all students with disabilities and assisting students in making their college experience successful in accordance with Section 504 and 508 of the 1973 Rehabilitation Act and the Americans with

Disabilities Act (ADA) of 1990 and the Americans with Disabilities Amendments of 2010 (ADAA).



Sharon Bellwood
Student Disability Services
UT/105-113
(864) 250-8408

Student Disability Services is available to assist in the planning and implementation of appropriate accommodations. Students who have a physical or mental impairment that substantially limits a major life function are responsible for identifying themselves to the Student Disability Services and providing appropriate documentation. This office will then develop an accommodation plan based on the needs of the student and the course requirements. Students are encouraged to contact the office as soon as possible to discuss their individual needs.

Student Disability Services is located in the Student Center (Building 105, Office 113) on the Barton Campus and can be reached by phone at (864) 250-8202 or (864) 250-8408 (V/TTY), or by email at Sharon.Bellwood@gvltec.edu. Appointments are available at the Brashier, Greer and Northwest campuses.

Resources

- United Way of Greenville County Helpline – (864) 467-3300
<http://www.unitedwaygc.org/>
- American Red Cross Greenville Chapter – (864) 271-8222
<http://chapters.redcross.org/sc/upstate/>
- CRISISline - (864) 271-8888; Suicide Hotline – (800) 273-TALK (8255)
<http://www.mhagc.org/>
- Compass of Carolina – (864) 467-3434 <http://www.compassofcarolina.org/>
- Greenville Technical College Counseling Services – (864) 250-8137 (x8137)
<http://gvltec.edu/counseling/>
- Julie Valentine Center – Rape Crisis Hotline (24/7/365) – (864) 467-3633
<http://www.julievalentinecenter.org/>
- Safe Harbor Shelter for Abused Women – (864) 467-3636
<http://www.safeharborsc.org/>
- Miracle Hill Shepherd's Gate – (864) 268-5589 <http://www.miraclehill.com/>
- South Carolina Coalition Against Domestic Violence – (800) 260-9293
<http://sccadvasa.org>
- National Coalition Against Domestic Violence – (800) 799-SAFE (7233)
<http://ncadv.org>
- Salvation Army of Greenville – (864) 235-4803
<http://www.salvationarmygreenville.org/>

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1.6 Crime Prevention and Reporting

Greenville Technical College is committed to protecting the welfare of its faculty, staff and students, as well as its property and facilities. The College strives to minimize the impact of emergencies and assure maximum and efficient utilization of resources in responding to and recovering from any occurrences.



Crime Prevention Tips

One of the biggest issues facing higher education facilities today is campus crime. In one way or another, all facilities are concerned about the prevention of crimes such as theft, robbery or sexual assault. The possibility of any student becoming a victim of a crime makes it essential that every person learns how to stay safe on campus.

Students, faculty, staff, and visitors should follow a few basic safety tips to help prevent crime, such as:

- Know the phone number for Campus Police - (864) 250-8911. Be prepared to give Dispatch your complete location and information regarding your surroundings.
- Know where emergency telephones are located.
- Develop a “what if” mentality that allows you to make plans for how to escape a bad situation. Have a plan of action if you find yourself in a threatening situation. Be prepared to run, scream, or resist attack.
- Be aware of your surroundings. Survey the entire area as you walk to your vehicle or outside of buildings. If you feel uncomfortable, call Campus Police for an escort.
- Observe others in the area before leaving a building. Report suspicious persons, panhandlers, or unusual events to Campus Police immediately.
- Avoid one-on-one meetings with acquaintances or strangers. Often, individuals with illicit intent will use diversionary tactics, such as asking for directions, assistance with labels, or panhandling for money or cigarettes.
- Don’t work alone in isolated settings, especially on weekends, holidays, or late at night.
- Avoid isolated or dark places where you cannot summon help.
- Walk with friends (especially at night). There is safety in numbers!
- Don’t carry large amounts of cash or unnecessary belongings.
- Have your keys ready in your hands. When you approach your vehicle, look for persons who may be hiding nearby. Check the back seat before getting into your car.
- Be aware and concerned about the use and abuse of alcohol and other drugs. Sexual abuse, date rape, and other violent acts occur more often when people are under the influence of alcohol and drugs.
- Report any assault immediately to Campus Police.

Protect Your Property

- Keep your car doors locked.
- Keep valuables in your car out of sight. Valuable items in plain view encourage theft and vandalism.
- Keep your belongings with you at all times (books, computer, book bag, coat, purse), even if you are only going to be gone for a short time, such as a quick trip to the restroom. Never leave them unattended.

Identity theft is another serious issue on campuses all across the nation. Every student must learn how to protect his or her identity from computer hackers and even predators who may take personal mail directly out of a garbage can. Every year thousands of people have their identities stolen, and repairing the problem is a long and expensive process. It is not something you, especially if you are just starting out building a credit history, want to deal with.

Never give out your social security number, student ID (Datatel) number, credit/check card number, computer user name, password, or other login information to other students, or to anyone on campus who claims to need it. Do not carry your social security card in your wallet. If you lose the wallet or it is stolen, whoever has it will then have your information.

Avoid giving out personal information over the phone or in person. Someone may be scamming you or listening in to your conversation. Only give out your information in a private school office where you are certain that it is safe to do so.

Crime Prevention Tips for Student Housing Residents

- Lock your windows and doors at all times.
- While answering the door, first determine who is there by looking through the peep hole. If the person is unknown, first talk with him or her without opening the door, and don't open the door if you have concerns.
- Do not give or lend your keys to anyone.
- Do not put markings on your key ring to identify your name, address or phone number.
- If you are concerned because you have lost your key or because someone whom you distrust has a key, ask the GTF Student Housing office to have your locks rekeyed. You have a statutory right to do so; however, you may be charged for the lock change.
- Dial (864) 250-8911 for emergencies. Immediately following, please call the RA duty phone so they may take appropriate measures.
- Periodically check your locks and other safety devices to ensure that they are working properly.



- Immediately report to the GTF Student Housing office in writing any malfunctions of other safety devices outside your room such as broken window locks, burned out lights, blocked passages, or broken railings.
- Make or engrave identification on valuable personal possessions such as computer, electronic gaming stations, etc.

Responsibility to Report Crime

All members of the Greenville Technical College community, its guests, and visitors are encouraged to report emergency situations or instances of possible violations of law or College policies to the Campus Police. Campus Police have the primary responsibility for responding to such reports.



Listed below are the types of incidents which may result in injury or serious threat of injury to a person or person's property and require reporting.

- Assault and battery
- Extortion
- Bomb threat
- Possession of weapons on campus
- Sexual offenses
- Vandalism
- Theft of property
- Possession or sale of stolen property
- Arson
- Furnishing, selling, use or possession of any unauthorized substances described in the code of conduct for College students
- Furnishing, selling, use or possession of controlled substances, including without limitation drugs, narcotics, or poisons
- Distribution, sale, purchase, manufacture, or unlawful possession of controlled substances while on or within a radius of one-half mile of the College
- Threatening to take the life of or inflict bodily harm upon another

Reporting a Crime



Campus Police encourages everyone to report crimes, incidents, and suspicious activities on campus to the department immediately. You may report crimes in several ways:

- By phone: (864) 250-8911 (x8911).
- By emergency phone (Barton Campus): press the red button on the phone
- By email (non-emergency reporting only): campuspolice@gvltec.edu

- In person: Building 101, Barton Campus (Main Gate), or stop by Student Services on one of the satellite campuses to locate the officer on duty.

You do not have to leave your name, but we strongly encourage that you do. Please be prepared to provide the following information:

- Name of the person calling in the report (not required)
- Nature of the incident
- Location of the incident
- Description of person involved
- Description of property involved



Escorts

Campus police and safety officers are available to escort faculty, staff, students, and visitors to and from areas on campus as requested. To request an escort, contact the Police Department at the following numbers:

- Barton Campus, Buck Mickel, and McKinney Auto - (864) 250-8911 (x8911), or from any emergency phone located on campus, press the red button.
- Brashier Campus – (864) 419-9903 or (864) 250-4135 (x4135)
- Greer Campus – (864) 419-9923 or (864) 250-3027 (x3027)
- Northwest Campus – (864) 419-9968
- McAlister Square – (864) 505-6139

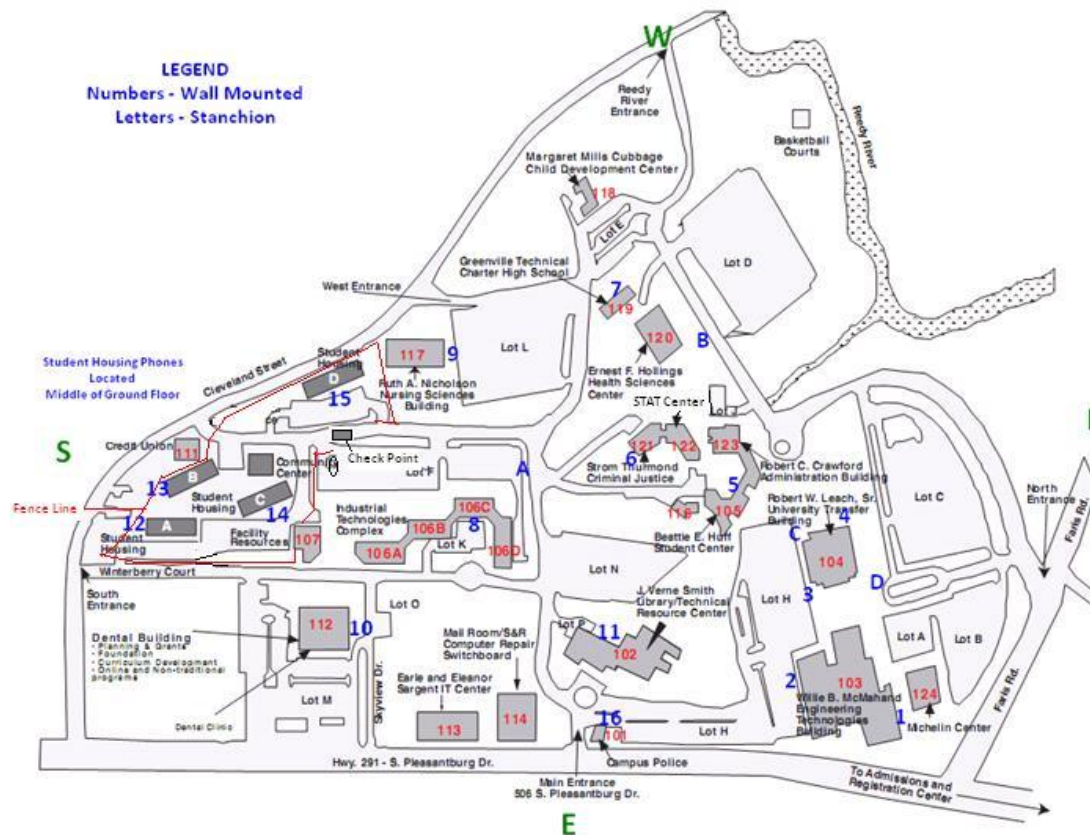
Emergency Phones



Twenty (20) emergency phones are located on the Barton Campus. Eleven (11) wall phones are marked with a blue LED light overhead. The four (4) parking lot phones, mounted on stanchions, have a blue strobe light on top, which will flash to assist in locating the call. Four (4) emergency phones located in student housing on the ground floor of each apartment building. One (1) additional phone is located at the entrance of Campus Police Headquarters, Bldg. 101; this brings the total of emergency phones on the Barton Campus to twenty (20). More emergency phones are planned for the satellite campuses as funds become available.

Press the red button on the phone, and wait for dispatch to answer.

Barton Campus Emergency Phone Locations



No.	Location	No.	Location
1	103/ET North Side facing 124/Michelin	11	102/TRC West Side facing Lot N
2	103/ET South Side facing Lot H	12	Student Housing Bldg A Mid 1 st Floor across from Multi-Purpose Room
3	104/UT East Side facing 103/ET	13	Student Housing Bldg B Mid 1 st Floor across from Elevator
4	104 West Side facing McAlister Rd./Back Lawn	14	Student Housing Bldg C Mid 1 st Floor across from Campus Police Substation
5	105/SC South Side [Courtyard]	15	Student Housing Bldg D Mid G Floor across from Elevator
6	121/CJ South Side facing Brister Blvd.	16	101/CP HQ next to Entrance [Fax Line]
7	119/CHS West Side facing 118/CDC	A	Lot F Next to Brister Blvd
8	106C/Cosmetology facing Lot K	B	Front of 120/HS adjacent to McAlister Rd. across from Lot D
9	117/NS North Side near Entrance	C	Lot H between 104/UT and 105/SC
10	112/DEN North Side facing Lot O	D	Near Lot C between 104/UT and Traffic Circle

Resources

- Crime Stoppers - (864) 467-5357 – <http://greenville.crimestoppersweb.com/>
- Julie Valentine Center – Rape Crisis Hotline (24/7/365) – (864) 467-3633
<http://www.julievalentinecenter.org/>
- Dean of Students – (864) 250-8100
- Greenville Tech Foundation Student Housing – (864) 298-0716 -
<http://gtechhousing.com/>
- SC Sex Offender Registry – <http://services.sled.sc.gov/sor/>

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1.7 Crisis Management Team

The Campus Emergency Guidelines call for the establishment of a Crisis Management Team (CMT). The CMT will gauge the scope of any incident and advise the President. The CMT will also establish response strategies, deploy resources, and initiate the emergency recovery process.

Crisis Media Plan

The Director of Public Relations will maintain a list of all local media outlets complete with names of contact persons, addresses, telephone, and fax numbers. When an emergency occurs, these contacts will be notified as soon as possible. The Director of Public Relations will meet with the CMT to develop relevant position statements on topics about which the media will have questions.

- The Director of Public Relations is the President's designee to work with the media. All media requests will be channeled through the director.
- As appropriate, the Director of Public Relations in coordination with Campus Police will designate a location for the media which is convenient for the College and at a safe distance from the emergency situation.
- The Director of Public Relations will provide the media with CMT guidelines, as appropriate.
- The Director of Public Relations will coordinate any press conferences, prepare notes for speakers involved in news conferences, and prepare written statements for the press.
- The Director of Public Relations will prepare and distribute a fact sheet containing relevant information about students and personnel.
- The Director of Public Relations will arrange interviews with the faculty and staff involved in the emergency as appropriate.
- The Director of Public Relations will coordinate information to be shared with faculty and staff during and after the crisis.

Emergency Messaging Alerts

Emergency Messaging Alerts are available via our GTC2me Emergency Messaging System. Students, faculty, and staff will be notified via campus wide announcement depending on your selections at signup. All faculty, staff, and students are encouraged to sign up for emergency alerts. See section 1.10 – Emergency Messaging, page [37](#) for more information.

Alerts will be tests, campus advisories and emergency alerts. Your information will not be sold, and you will not receive “spam” as a result of signing up for this service.



Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of Police and/or the Crisis Management Team and taking into account the safety of the campus community constitutes a credible ongoing or continuing threat, a campus wide *timely warning* will be issued without delay. The warning will be issued through the college e-mail system to faculty and staff; GTC2me Emergency Messaging for students, faculty, and staff; via building marshals and floor captains; and, if necessary, by memo and verbal announcements.



Anyone with information warranting a timely warning should immediately report the circumstances to the Campus Police Office, by phone (864) 250-8911 [x8911] or in person at the Campus Police Headquarters, Barton Campus Building 101.

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1.8 Emergency Medical Service

Greenville County Emergency Medical Service provides emergency services for all campuses. If there is a situation on campus in which faculty, staff, a student, or a campus visitor is injured or seriously ill, immediately contact EMS and Campus Police.



If you are uncomfortable contacting EMS, the Campus Police will contact EMS if the individual's injury or sickness is determined to be of a nature that should be treated immediately by a medical doctor. If Campus Police contacts EMS, be prepared to stay on the line to provide additional necessary information to the EMS dispatcher prior to the arrival of EMS and Fire Department first responders.

If a qualified individual is available to administer first aid, ask him or her to assist the injured or ill person until the Campus Police or EMS arrive on the scene. Whenever a student, employee, or visitor on campus is injured, the following procedures should be followed:

1. Notify EMS, or if you prefer, Campus Police will notify EMS.
2. Notify the Campus Police Department.
3. Determine injuries and provide first aid, as necessary.
4. Restore order and move students away from the scene. Students should not be allowed to leave class to go to the scene.
5. Assess extent of situation by determining who was involved or committed the act. Identify witnesses and remove them to a secure area. Keep witnesses separated. Keep the scene secure. Do not disturb possible evidence or remove the victim if determined to be deceased.
6. The Campus Police will activate the CMT to define actions to be taken.
7. Follow emergency procedures for communication of information to the staff, students, and evacuation.

EMT/Paramedic Program on Campus

Although instructors and students in the EMT/Paramedic Program may render aid as necessary, as any citizen may do, they are not certified nor allowed to respond to emergencies on campus in an official capacity.

Contact Information

- Greenville County EMS – 9-1-1 (9911 from a campus phone)
- Campus Police – (864) 250-8911 (extension 8911)
- Palmetto Poison Center – (800) 222-1222

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1.10 Emergency Messaging

It is highly recommended that every student, faculty, and staff member of Greenville Technical College sign up for Emergency Messaging. You are not automatically enrolled for this service. Do you need to sign up? Go to GTC4me > Quick Access, and click on “GTC2me – Emergency Messaging” to set up your service so that you don't miss out on important information. Has it been a year since you signed up? Go to GTC2me, log into e2Campus, and find out when your service expires. Then just click to extend your service.



GTC2me enables you to receive important campus information via:

- Mobile Phone (via SMS)
- Web Page
- RSS
- PDA
- Email
- Text Pager
- Google, AOL or My Yahoo Page

You will not receive any spam, only emergency messages and occasional test messages. Your information will not be sold to anyone. Don't wait until an emergency happens to sign up; do so today and stay informed.

Resources

- GTC2me Emergency Messaging (e2Campus) <https://www.e2campus.net/my/gvltec/>

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1.11 Fire Safety



Use of a fire extinguisher should only be attempted by Campus Police or trained staff or faculty. The procedures listed below are to be followed when a fire is identified in any building on campus:

- Sound the fire alarm immediately.
- Notify Campus Police at (864) 250-8911 or extension 8911 from any campus phone.
- Evacuate the building following the building evacuation plans, summarized beginning on page [17](#).
- Do not close windows; close doors but do not lock.
- Everyone must remain out of any driveway or other hard surfaced area close to the building.
- Campus Police will be designated to meet the first responder with a master key.
- Access roads will be kept open for emergency vehicles. Campus Police will designate an individual or group of individuals to ensure that all access roads are open.
- Students, faculty, and staff members will be allowed to return to the building at the direction of Campus Police only upon the recommendation of the Fire Department.



More details regarding fire safety can be found in Section 2 of this report, **Campus Fire Safety Annual Compliance Report**, beginning on page [79](#).

Contact Information

- Fire – 911
- Direct Numbers to Fire Departments – Non-emergency information
 - Barton/Corporate and Career Development/McAlister Square/McKinney: Greenville Fire Department – (864) 467-4463
<http://www.greenvillesc.gov/FireDept/default.aspx>
 - Brashier: South Greenville Fire Department – (864) 243-3535
<http://sgfdfire.com/>
 - Greer: Lake Cunningham Fire Department – (864) 895-1212
<http://www.lcfld.us/>
 - Northwest: Berea Fire Department – (864) 294-4848
<http://bereafire.com/>
 - SC Technology and Aviation Center (SC-TAC): Donaldson Center Fire Department – (864) 277-1429 or (864) 277-0110
<http://www.sc-tac.com/airport/fire-department>

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1.12 Inclement Weather



Campus Police is alerted to potential severe or inclement weather by television, internet, and weather radio. Upon receiving this information, notification is made to the College community by the Emergency Communications Network through various means: cell phones, e-mails, telephone, building safety marshals, College web page; and the local news. In the event of a tornado sighting, the President's office will be contacted along with the Campus Police.

Severe or inclement weather includes:

- **Severe thunderstorms:** Thunderstorms having tornadoes, gusts at least 58 mph, or hail at least $\frac{3}{4}$ inch in diameter
- **Tornado Watch:** Conditions are favorable for tornado or severe weather
- **Tornado Warning:** Tornado has been sighted, or indicated by Doppler radar
- **Winter Storms:** Storms likely to bring ice, strong winds, freezing rain, and snow

Notification of Severe Thunderstorm or Tornado

When Campus Police is notified of a severe thunderstorm or tornado, they will immediately notify faculty, staff, and students by email, text message (GTC2me), and/or the Building Safety Marshals.

Upon notification:

- Anyone outside should be instructed to come into a building.
- Avoid windows, auditoriums, gymnasiums, or other structures with wide, free-span roofs.
- Stay away from windows and exterior doors.
- Faculty and staff should close all windows and blinds to create a protective barrier against flying debris.
- Move away from glass/window areas and proceed to a designated position against an inner hallway on the lowest floor or a smaller interior room of the building without windows, such as a bathroom or closet.
- If sheltering in an interior room/office, go to the center of the room. Stay away from corners as they attract debris.
- Get under a piece of sturdy furniture such as a workbench, heavy table, or desk.
- Assume a kneeling position, head down, use arms to protect head and neck from falling or flying debris.
- Remain quiet so any directions given by the building safety marshals can be heard.

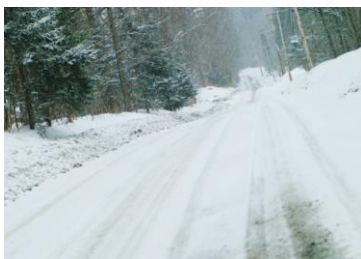


- Anyone in unsafe locations will be asked to go to an assigned shelter area on campus. Areas designated as unsafe are areas outside the buildings on campus.
- Never try to “out drive” a tornado. Abandon the vehicle immediately and take shelter in a nearby building, lie in a ditch, culvert, or low-lying area, or crouch near a strong building. Be aware of the potential for flooding. Use arms to protect head and neck.

Once the threat of severe weather has passed, a clear signal will be communicated from Campus Police to the building safety marshals who will in turn notify building occupants that it is safe to return to offices or classrooms.

Inclement Weather Policy

Adapted from Greenville Tech Administrative Policy 4-6, inserted 7/15/2010



Greenville Technical College will determine its own schedule with regard to cancellation of classes, college activities and other events and any delayed opening during periods of inclement weather. The college will not follow the schedule of the Greenville County School District but will take the public school schedule into consideration.

Greenville Technical College will utilize the following with regard to operating hours:

Option 1: The College is closed. All day and evening classes, activities and events are cancelled.

Option 2: All day classes, activities and events are cancelled.

Option 3: All evening classes, activities and events are cancelled.

Option 4: Classes are delayed until 10:00 AM – when classes/activities are delayed, students should report to the class they would normally report to then in progress at that time. In other words, if a class normally begins at 9:30 AM and continues until 11:00 AM, students should attend that class beginning at 10:00 AM.

The college will make announcements based on the following schedule:

1. Monday – Friday
 - a. Day Classes, College Activities and Events – Announcements regarding a delay or cancellation will be made by 6:00 AM.
 - b. Evening Classes, College Activities and Events – Announcements regarding cancellation will be made by 2:30 PM. Evening classes and activities are those with a start time of 4:30 PM or later.
2. Saturday – Sunday Classes, College Activities and Events

Announcements regarding the status of daytime Saturday/Sunday classes, college activities and events will be made by 6:00 AM and by 2:30 PM for any evening classes, college activities and events.

3. Classes in Progress – If weather conditions deteriorate during the day to the point that the administration determines in the interest of safety that the college should be closed, announcements will be made across the campus as quickly as possible. Typically a specific time will be relayed to suspend all classes and activities. The cancellation or delay of any on-going classes or activities will not result in automatic cancellation or delay of evening or weekend classes or activities.

Information regarding delay or cancellation can be found through the following sources:

1. TV Outlets
 - a. WYFF – TV 4 (NBC)
 - b. WSPA – TV 7 (CBS)
 - c. WHNS – TV 21 (FOX)
 - d. WLOS – TV 13 (ABC)
2. College Outlets – Announcements may also be made using one or more of the following means, in this order:
 - a. Switchboard – (864) 250-8000 (A recorded message will be left on this number. ***Please do not call Campus Police, as they will be busy assisting residents and handling situations related to the event.***)
 - b. Website – www.gvltec.edu
 - c. GTC2me – An announcement will also be posted on the student communication system. You will be notified in various ways depending on the selections that you make when you sign up for the service. More information regarding GTC2me is found in section 1.10 – Emergency Text Messaging, page 37 of this report.
 - d. Facebook - www.facebook.com/GreenvilleTech



In the rare event Option 1 is invoked and the college is closed to non-essential personnel, non-essential employees are instructed not to report to work. In the event Options 2, 3, or 4 are invoked and classes, events and activities have been cancelled or delayed, all college employees are expected to report to work. It is understood, however, that by the very nature of their geographic location some individuals will not be able to report for work. Common sense, in this case, would be the only applicable course of action.

At no time is college closure, class delays or cancellation of class, events or activities due to inclement weather to be construed as “free” days or hours off from work regardless of which option is invoked. Any time away from work must be made up at the discretion of the supervisor, taken as accrued compensatory time, paid by annual leave, or taken as leave without pay. The only time an employee will not be expected to “account” for time missed due to inclement weather is when the Governor grants leave for that reason. If hazardous weather conditions make it impossible for employees to get to their place of work, or the Governor has declared a weather emergency, employees will be allowed to:

1. Use accrued annual leave or faculty non-work days
2. Take leave without pay.

3. Take accrued compensatory time (non-exempt employees); or
4. Make up time lost from work (within 90 days) at a time(s) scheduled by the President or designee, typically the employee's supervisor.

When unable to report to work due to weather conditions, employees should notify their supervisors in accordance with departmental guidelines.

This policy is in accordance with State Board of Technical and Comprehensive Education (SBTCE) Procedure 8-3-105.1.

Severe Weather Damage

If damage occurs to a building on campus during a severe weather event, Campus Police are to be notified immediately.

- Upon notification, Campus Police will make a decision in collaboration with the Building Safety Marshal to evacuate and move to another building or stay within the damaged building depending on the damage assessment.
- If the decision is made to evacuate the building, follow standard evacuation procedures and assist any injured or trapped persons.
- The building safety marshal will communicate any injuries to Campus Police and they will contact EMS or other first responders. Do not try to move the seriously injured unless they are in immediate danger of further injury.
- Once a damaged building is evacuated, stay out of the building until Campus Police determines that you may return.
- Reassignment of class rooms will be made as quickly as possible.



Resources

- National Weather Service – <http://www.weather.gov>
- Accuweather – <http://www.accuweather.com>
<http://www.accuweather.com/us/sc/greenville/29607/city-weather-forecast.asp?partner=accuweather&u=1&traveler=1>
- Intellicast.com – <http://www.intellicast.com>
<http://www.intellicast.com/Local/Weather.aspx?location=USSC0140>
- The Weather Channel – <http://www.weather.com>
<http://www.weather.com/outlook/health/airquality/local/29607?from=recentsearch>

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1.13 Missing Student Notification

Pursuant to Campus Police Policies and Procedures - Missing Persons Policy 8.1.4, the following is established in the event of a Missing Persons Report:

In compliance with the Higher Education Act (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), Greenville Technical College establishes the following policies and procedures for Missing Student Notification for residents of Greenville Tech Foundation Student Housing (GTFSH).

Reporting Procedures

In the event that a resident of GTFSH is found to be missing for a period of 24 hours or more, the missing student should be reported to either of the following:

- Campus Police
- GTFSH Management (Director, Resident Manager)

Nothing in this policy precludes implementation of these procedures in less than 24 hours if circumstances warrant a faster implementation.



Option to Register Confidential Contact

GTFSH residents may, at their option, register a confidential contact person in the event that a resident is determined to be missing. Residents should register their confidential contact person to management in the Leasing Office of GTFSH. Only authorized campus officials, to include GTFSH Management, Campus Police, the Dean of Students, and Office of the President are authorized to access this information in the event of a missing persons report. In addition, Local, State, and Federal Law Enforcement may have access to this information in the event of an investigation.

Notification to Law Enforcement and Parent/Guardian

Law Enforcement Agencies, including Local and State (SLED), may be notified in the event of a missing persons report, regardless of whether or not the missing person has filed a confidential contact person with Student Housing Management. In addition, the Parent or Guardian of students less than 18 years of age and not emancipated will be notified of the missing persons report.

Campus Police, Housing Management, and the Greenville Technical College Crisis Management Team will be notified immediately and will work in concert in the event of a missing persons report.

Procedure

A. Preliminary Investigation and Search

The preliminary investigation is intended to gather information and to take those steps that will aid in the search for and location of a missing person. This includes gathering the following types of information and materials:

- Complete description of the subject and a recent photograph
- Details of any physical or emotional problems
- Identity of the last person(s) to have seen the subject as well as friends, relatives, coworkers or associates who were or may have been in contact with the subject prior to disappearance
- Plans, habits, routines and personal interests of the subject including places frequented or locations of particular personal significance
- Indications of missing personal belongings, particularly money and other valuables
- Any suggestions of foul play or accident

B. After an initial search of the immediate area, the officer will take a report. All information required to complete the Missing Person Report for National Crime Information Center (NCIC) Record Entry will be obtained. If any of the required information is not immediately available, the person filing the report will be requested to provide the needed information as soon as possible. In many instances, the missing person's parents, guardian, or close relative must be contacted to complete this form.



- C. After completing a Missing Persons report, the reporting officer will notify the on-call duty officer. If applicable, the on-call duty officer or another member of the Command Staff will notify the missing individual's parent or guardian. The reporting officer will ensure collected information is provided to adjacent jurisdictions.
- D. The Greenville County Communications Center will be notified of the collected information to be entered in NCIC as soon as possible, provided the circumstances meet established NCIC regulations regarding missing persons (foul play, person is unable to care for him/herself, etc.)

- E. The Greenville County Communications Center will also be notified so that a "BOLO" may be broadcasted on the police radio channel and mobile data terminals (MDT) to all local agencies.
- F. The on-call duty officers may follow-up with the complainant and make reasonable efforts to acquire additional and ongoing information about the missing person following the transmittal of the initial information. Any additional information will be promptly updated in NCIC, if applicable. The on-call duty officer may direct follow-up searches of an expanded area.
- G. If foul play is suspected, SLED Missing Persons may be contacted for assistance.
- H. When the missing person has been located or returned home and the Department is notified, the appropriate report will be completed, and the NCIC entry and/or "BOLO" will be canceled.
- I. Amber Alert Procedure



The South Carolina Amber Alert system is an initiative to enhance the response of law enforcement to child abductions, to quickly enlist assistance from communities, and to increase the likelihood of the safe and quick recovery of an abducted child. The Alert mechanism is a cooperative effort between South Carolina Law Enforcement personnel and South Carolina broadcasters, and allows for the quick dissemination of an urgent bulletin in child abduction cases. Radio and television stations, under the South Carolina Amber Alert system, will immediately interrupt their regular programming to broadcast information about a child's abduction. The quick dissemination of this information is critical in the effort to save lives of abducted children.

1. Criteria for Activation

- a. The following criteria must be met to activate the AMBER Alert plan:
 - The Department can articulate that the child has been abducted (taken from his or her environment unlawfully, without authority of law and without permission from the child's parent or legal guardian).
 - The child is 16 years old or younger, and the Department can articulate the child is in immediate danger of serious bodily harm or death.
 - The individual is 17 years old or older, and the Department can articulate the individual is at greater risk for immediate danger of serious bodily harm or death because the individual possesses a proven physical or mental disability.

- All other possibilities for the victim's disappearance have been reasonably excluded.
 - There is sufficient information available to disseminate to the public that could assist in locating the victim, suspect, or vehicle used in the abduction.
- b. The on-call duty officer will have the sole authority to evaluate the officer's report regarding the abduction. The on-call duty officer will immediately notify the Chief of Police.
2. Activation of the Plan
- a. When the Chief of Police determines that the case meets the criteria for activation of the South Carolina AMBER Alert plan, he will contact SLED Headquarters at (800) 322-4453.
- b. The Chief of Police or a designee will then fax the completed South Carolina AMBER Alert Notification Form and a photograph of the victim to (803) 896-7041.
3. Investigative Follow-up
- a. The on-call duty officer shall verify the victim's missing status and coordinate any search that may be conducted beyond the exigent searches that may be done at the time the person is initially reported missing.
4. The complainant will be kept updated on the status of the investigation. A South Carolina Law Enforcement Division Missing Child/Juvenile Data Collection Form will be completed on a weekly basis and forwarded to the South Carolina Law Enforcement Division's Missing Persons Information Center at the conclusion of each month
5. Upon receiving information that a missing person has been located, the on-call duty officer will notify communications and request the person be removed from NCIC.

Contact Information

- Campus Police Emergency – (864) 250-8911 (x8911)
- Campus Police Office – (864) 250-8150 (x8150)
- GTF Student Housing Leasing Office – (864) 298-0716

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1.14 Sex Offenders

The South Carolina Law Enforcement Division (SLED) maintains the Sex Offender Registry via *OffenderWatch*® (http://www.communitynotification.com/cap_main.php?office=54575). *OffenderWatch*® is the nation's leading registered sex offender management and community notification tool with hundreds of leading agencies in dozens of states utilizing it. The State of South Carolina's law enforcement utilizes *OffenderWatch*® to manage and monitor the whereabouts, conduct and compliance status of the registered offenders in South Carolina. *OffenderWatch*® provides the most accurate and timely information available and now this information is available to you!



OffenderWatch® is updated instantaneously throughout the day as offender addresses and other offender information is updated by SLED. You may enter any address in the state and see real-time information on the publishable offenders within the specified radius of the address you enter.

Offenders move frequently, so instead of having to check the maps on a weekly basis, the best way to stay informed is to take advantage of the *OffenderWatch*® free email alert system. You may confidentially register as many addresses in the state as you wish, and the registry will continuously monitor the addresses and send you an email alert if a new offender registers an address within one mile of any address you register. There is no cost for this service and no limit to the number of addresses you can register - your email address and physical addresses are all confidential. You may register your home, school, work, gym, day care, park, soccer field, parents or children's homes - any address of interest to you.



If you have any questions about *OffenderWatch*® or have any information about the compliance status of any offender in South Carolina, please contact SLED at 803-896-2601 or e-mail the Sex Offender Registry Administrator at offend.registration@sled.sc.gov.

Residency Restrictions for Sex Offenders

Pursuant to South Carolina Code Ann. Paragraph 23-3-535 et seq., new residency restrictions are imposed on sex offenders convicted of the following:

- criminal sexual conduct with a minor, first degree,
- criminal sexual conduct with a minor, second degree,
- assault with intent to commit criminal sexual conduct with a minor,

- kidnapping a person under eighteen years of age, or
- trafficking in persons of a person under eighteen years of age except when the court makes a finding on the record that the offense did not include a criminal sexual offense or an attempted criminal sexual offense.

It is unlawful for a sex offender who has been convicted of any of these offenses to reside within one thousand feet of a school, daycare center, children's recreational facility, park, or public playground, as of February 14, 2011. Offenders residing within this area prior to this date are exempt from the requirement.

"Daycare center" means an arrangement where, at any one time, there are three or more preschool-age children, or nine or more school-age children receiving child care. "School" does not include a home school or an institution of higher education. "Within one thousand feet" means a measurement made in a straight line, without regard to intervening structures or objects, from the nearest portion of the property on which the sex offender resides to the nearest property line of the premises of a school, daycare center, children's recreational facility, park, or public playground, whichever is closer.

Greenville Technical College has 4 facilities which meet these definitions:

Barton Campus, 620 S. Pleasantburg Dr., Greenville SC 29607

- Child Development Center, Building 118, Barton Campus (daycare center)
- Greenville Technical Charter High School, Buildings 119/120 (school)

Brashier Campus, 1830 W. Georgia Rd., Simpsonville SC 29680

- Brashier Middle College Charter High School, Building 203 (school)

Greer Campus, 2522 Locust Hill Rd., Taylors SC 29687

- Greer Middle College Charter High School, 138 W McElhaney Rd. (school)

Resources

- SC Sex Offender Registry (*Offender Watch®*) – http://www.communitynotification.com/cap_main.php?office=54575
- South Carolina Code of Laws, Title 23, Chapter 3 – <http://www.scstatehouse.gov/code/t23c003.htm>

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1.15 Sexual Assault

What is Acquaintance/Date Rape?

Acquaintance/date rape is sexual assault committed by someone the victim knows. It could be a friend, co-worker, classmate, date, etc. Regardless of whom the rapist is, this type of sexual assault can be more devastating to the victim because it destroys the victim's sense of trust. Acquaintance/date rape accounts for 66% of all sexual assaults. Some experts believe it has become an epidemic on our college campuses.



Scope of the problem

- 2/3 of all sexual assaults are acquaintances or date rapes
- 1 in 4 women between the ages of 13 and 26 are victims of sexual assault or attempted sexual assault
- Over 66% of all sexual assault victims knew their attacker
- 1 in 12 men between the ages of 18 and 26 admitted to participating in an act which met the legal definition of rape or attempted rape (Koss, 1988)
- 1 in 4 men admitted having used sexual coercion or aggression with women (Koss, 1988)

Why it occurs

Our society's cultural and social climate is one that contributes to inappropriate attitudes regarding the roles of females and males. Those attitudes result in gender stereotyping, double standards, labeling and peer pressure.

Attitudes and Myths

The following attitudes and myths can contribute to Acquaintance/Date Rape:

- Women are "supposed" to say no first so as not to give the impression of being easy
- Men are taught "No really means Yes"
- It's okay to force someone to have sex if the man has spent a lot of money on the date
- Women are taught to be passive
- Men are taught to be aggressive
- Often young men are taught to view sex as a conquest rather than a relationship
- Force/violence is a means to achieve whatever you want
- If she's wearing a "sexy" dress, she wants to have sex
- If a man believes a woman has "led him on" he has the right to force her to have sex

How it could happen

Acquaintance/date rapes are planned and usually have some pattern to them. Often alcohol or other drugs are used to facilitate the opportunity for the plan to be completed. Three stages can be identified during an acquaintance sexual assault:

- Intrusion – the offender somehow violates the victim's space, such as staring, "accidental" touching, or uncomfortable conversation
- Desensitization – the victim becomes used to the intrusion, thinking "he does not mean anything by this, it's just his personality"
- Isolation – the offender has to get the victim alone in order to commit the rape

What are date rape drugs?



These are drugs that are sometimes used to assist a sexual assault. Sexual assault is any type of sexual activity that a person does not agree to. It can include touching that is not okay; putting something into the vagina; sexual intercourse; rape; and attempted rape. These drugs are powerful and dangerous. They can be slipped into your drink when you are not looking. The drugs often have no color, smell, or taste, so you can't tell if you are being drugged. The drugs can make you

become weak and confused — or even pass out — so that you are unable to refuse sex or defend yourself. If you are drugged, you might not remember what happened while you were drugged. Date rape drugs are used on both females and males.

The three most common date rape drugs are:

- Rohypnol (roh-HIP-nol). Rohypnol is the trade name for flunitrazepam (FLOO-neye-TRAZ-uh-pam). Abuse of two similar drugs appears to have replaced Rohypnol abuse in some parts of the United States. These are: clonazepam (marketed as Klonopin in the U.S. and Rivotril in Mexico) and alprazolam (marketed as Xanax). Rohypnol is also known as Circles, Forget Pill, LA Rochas, Lunch Money, Mexican Valium, Mind Erasers, Poor Man's Quaalude, R-2, Rib, Roach, Roach-2, Roches, Roofies, Roopies, Rope, Rophies, Ruffies, Trip-and-Fall, and Whiteys.
- GHB, which is short for gamma hydroxybutyric (GAM-muh heye-DROX-ee-BYOO-tur-ihk) acid. GHB is also known as Bedtime Scoop, Cherry Meth, Easy Lay, Energy Drink, G, Gamma 10, Georgia Home Boy, G-Juice, Gook, Goop, Great Hormones, Grievous Bodily Harm (GBH), Liquid E, Liquid Ecstasy, Liquid X, PM, Salt Water, Soap, Somatomax, and Vita-G .
- Ketamine (KEET-uh-meen), also known as Black Hole, Bump, Cat Valium, Green, Jet, K, K-Hole, Kit Kat, Psychedelic Heroin, Purple, Special K, and Super Acid.

These drugs also are known as "club drugs" because they tend to be used at dance clubs, concerts, and "raves."

The term "date rape" is widely used. But most experts prefer the term "drug-facilitated sexual assault." These drugs also are used to help people commit other crimes, like robbery and physical assault. They are used on both men and women. The term "date rape" also can be misleading because the person who commits the crime might not be dating the victim. Rather, it could be an acquaintance or stranger.

What do the drugs look like?

Rohypnol comes as a pill that dissolves in liquids. Some are small, round, and white. Newer pills are oval and green-gray in color. When slipped into a drink, a dye in these new pills makes clear liquids turn bright blue and dark drinks turn cloudy. But this color change might be hard to see in a dark drink, like cola or dark beer, or in a dark room. Also, the pills with no dye are still available. The pills may be ground up into a powder.



GHB has a few forms: a liquid with no odor or color, white powder, and pill. It might give your drink a slightly salty taste. Mixing it with a sweet drink, such as fruit juice, can mask the salty taste.

Ketamine comes as a liquid and a white powder.

What effects do these drugs have on the body?

These drugs are very powerful. They can affect you very quickly and without your knowing. The length of time that the effects last varies. It depends on how much of the drug is taken and if the drug is mixed with other drugs or alcohol. Alcohol makes the drugs even stronger and can cause serious health problems — even death.

The effects of Rohypnol can be felt within 30 minutes of being drugged and can last for several hours. If you are drugged, you might look and act like someone who is drunk. You might have trouble standing. Your speech might be slurred. Or you might pass out. Rohypnol can cause these problems:

- Muscle relaxation or loss of muscle control
- Difficulty with motor movements
- Drunk feeling
- Problems talking
- Nausea
- Can't remember what happened while drugged
- Loss of consciousness (black out)
- Confusion
- Problems seeing
- Dizziness
- Sleepiness
- Lower blood pressure
- Stomach problems
- Death

GHB takes effect in about 15 minutes and can last 3 or 4 hours. It is very potent: A very small amount can have a big effect. So it's easy to overdose on GHB. Most GHB is made by people in home or street "labs." So, you don't know what's in it or how it will affect you. GHB can cause these problems:

- Relaxation
- Drowsiness
- Dizziness
- Nausea
- Problems seeing
- Loss of consciousness (black out)
- Seizures
- Can't remember what happened while drugged
- Problems breathing
- Tremors
- Sweating
- Vomiting
- Slow heart rate
- Dream-like feeling
- Coma
- Death

Ketamine is very fast-acting. You might be aware of what is happening to you, but unable to move. It also causes memory problems. Later, you might not be able to remember what happened while you were drugged. Ketamine can cause these problems:

- Distorted perceptions of sight and sound
- Lost sense of time and identity
- Out of body experiences
- Dream-like feeling
- Feeling out of control
- Impaired motor function
- Problems breathing
- Aggressive or violent behavior
- Vomiting
- Memory problems
- Numbness
- Loss of coordination
- Convulsions
- Depression
- High blood pressure
- Slurred speech

Are these drugs legal in the United States?

Some of these drugs are legal when lawfully used for medical purposes. But that doesn't mean they are safe. These drugs are powerful and can hurt you. They should only be used under a doctor's care and order.

Rohypnol is NOT legal in the United States. It is legal in Europe and Mexico, where it is prescribed for sleep problems and to assist anesthesia before surgery. It is brought into the United States illegally.



Ketamine is legal in the United States for use as an anesthetic for humans and animals. It is mostly used on animals. Veterinary clinics are robbed for their ketamine supplies.

GHB was recently made legal in the United States to treat problems from narcolepsy (a sleep disorder). Distribution of GHB for this purpose is tightly restricted.

Is alcohol a date rape drug? What about other drugs?

Any drug that can affect judgment and behavior can put a person at risk for unwanted or risky sexual activity. Alcohol is one such drug. In fact, alcohol is the drug most commonly used to help commit sexual assault. When a person drinks too much alcohol:

- It's harder to think clearly.
- It's harder to set limits and make good choices.
- It's harder to tell when a situation could be dangerous.
- It's harder to say "no" to sexual advances.
- It's harder to fight back if a sexual assault occurs.
- It's possible to blackout and to have memory loss.

The club drug "ecstasy" (MDMA) has been used to commit sexual assault. It can be slipped into someone's drink without the person's knowledge. Also, a person who willingly takes ecstasy is at greater risk of sexual assault. Ecstasy can make a person feel "lovey-dovey" towards others. It also can lower a person's ability to give reasoned consent. Once under the drug's influence, a person is less able to sense danger or to resist a sexual assault.

Even if a victim of sexual assault drank alcohol or willingly took drugs, the victim is NOT at fault for being assaulted. You cannot "ask for it" or cause it to happen.

How can I protect myself from being a victim?

- Don't accept drinks from other people.
- Open containers yourself.
- Keep your drink with you at all times, even when you go to the bathroom.
- Don't share drinks.
- Don't drink from punch bowls or other common, open containers. They may already have drugs in them.



- If someone offers to get you a drink from a bar or at a party, go with the person to order your drink. Watch the drink being poured and carry it yourself.
- Don't drink anything that tastes or smells strange. Sometimes, GHB tastes salty.
- Have a nondrinking friend with you to make sure nothing happens.
- If you realize you left your drink unattended, pour it out.
- If you feel drunk and haven't drunk any alcohol — or, if you feel like the effects of drinking alcohol are stronger than usual — get help right away.



Are there ways to tell if I might have been drugged and sexual assaulted?

It is often hard to tell. Most victims don't remember being drugged or assaulted. The victim might not be aware of the attack until 8 or 12 hours after it occurred. These drugs also leave the body very quickly. Once a victim gets help, there might be no proof that drugs were involved in the attack. But there are some signs that you might have been drugged:

- You feel drunk and haven't drunk any alcohol — or, you feel like the effects of drinking alcohol are stronger than usual.
- You wake up feeling very hung over and disoriented or having no memory of a period of time.
- You remember having a drink, but cannot recall anything after that.
- You find that your clothes are torn or not on right.
- You feel like you had sex, but you cannot remember it.

What should I do if I think I've been drugged and sexually assaulted?

Get medical care right away. Call 911 or have a trusted friend take you to a hospital emergency room. Don't urinate, douche, bathe, brush your teeth, wash your hands, change clothes, or eat or drink before you go. These things may give evidence of the sexual assault. The hospital will use a sexual assault kit to collect evidence. Greenville Memorial Hospital Emergency Trauma Center is equipped to do this. A private doctor may be consulted as well.

Call the police from the hospital. Tell the police exactly what you remember. Be honest about all your activities. Remember, nothing you did — including drinking alcohol or doing drugs — can justify a sexual assault.

Ask the hospital to take a urine (pee) sample that can be used to test for date rape drugs. The drugs leave your system quickly. Rohypnol stays in the body for several hours, and can be detected in the urine up to 72 hours after taking it. GHB leaves the body in 12 hours. Don't urinate before going to the hospital.

Don't pick up or clean up where you think the assault might have occurred. There could be evidence left behind — such as on a drinking glass or bed sheets.

Get counseling and treatment. Feelings of shame, guilt, fear, and shock are normal. A counselor can help you work through these emotions and begin the healing process. Calling a crisis center or a hotline is a good place to start.

Effects of Acquaintance/Date Rape

- Denial – Many victims have difficulty identifying what happened to them as rape
- Shock – Inability to perceive what has happened as reality
- Behavioral Changes – Sleep disturbance, eating disorders, abusive behavior to self or others, depression



- Development of Phobias – Victims may experience fear of people, places, or things
- Lack of Confidence – Victims often question their ability to make decisions, or have control over their life
- Loss of Trust – They can no longer trust anyone, especially males, and may doubt their own ability to judge people's character
- Guilt – Although the victim is not at fault, she may feel guilt and shame, finding some reason to blame herself

Prevention tips

- Communicate your thoughts clearly – Set personal limits and communicate your wishes before you get into a sexual situation.
- Be Assertive – Demand to be treated with respect. Don't apologize for expressing what you want and don't want.
- Don't depend on your date – be prepared to provide your own transportation if necessary.
- Be Aware – take note of the situation, or any clues which make you feel uncomfortable. Avoid secluded areas.
- Trust your intuition – if it does not feel comfortable, get away quickly.
- Alcohol – be aware that alcohol and drugs can affect your ability to be in control of a situation.

How can friends and family help?

Your presence can be a helpful, comforting influence. Don't underestimate your importance to her.

- Be supportive. Believe her story. Listen closely and try to understand her feelings.
- Be gentle and sensitive to her needs. Don't blame her. Don't ask prying questions, but be available when she wants to talk.
- Understand what sexual assault is: an act of violence which looks sexual.

If you can't do the above, steer her to someone else who can. Friends, family members, clergy, school counselors, and Rape Crisis are all good sources of support.



- Julie Valentine Center (formerly Greenville Sexual Trauma Center)
 - <http://www.womenshealth.gov/faq/date-rape-drugs.cfm>

Male Sexual Assault

Men and boys are also the victims of the crimes of sexual assault, sexual abuse, and rape. In fact, in the U.S., over 10% of all victims are male.

Male survivors and others affected by sexual violence can receive free, confidential, live help through RAINN's National Sexual Assault Hotlines, 24/7. Call 1.800.656.HOPE to be connected to a local rape crisis center in your area, or visit the National Sexual Assault Online Hotline to get live help in an instant messaging format.



Stereotypes and Myths

There are various stereotypes and myths that impact male survivors' ability to face their sexual assault. These include:

- Men are immune to victimization.
- Men should be able to fight off attacks.
- Men shouldn't express emotion.
- Men enjoy all sex, so they must have enjoyed the assault.
- Male survivors are more likely to become sexual predators.

These stereotypes and myths can then lead to certain results for male victims of sexual assault, including:

- Dramatic loss of self-esteem
- Belief in their masculinity
- Self-blame
- Feelings of shame, guilt, anger
- Feelings of powerlessness, apprehension, withdrawal, and embarrassment
- Fears that they won't be able to protect and support their families
- Sexual difficulties
- Self-destructive behavior (drinking, drug use, aggression)
- Intimacy issues
- Questioning of sexual identity

Barriers

Male survivors of sexual assault also may experience certain barriers to seeking support or services, either from friends and family or from organizations and institutions.

Support

- It can be difficult for men to seek help for fear of how others will judge them.
- Responses from friends and family can be damaging or unsupportive.

Safety

- Threats to the victim of a sexual assault or his family may have been made by the perpetrator. This may cause him to keep silent.
- In institutions, he may be forced to keep silent through implied and real threats both by the perpetrator and/or by others within the institution.

Privacy

- He may resist reporting the sexual assault due to the need to repeat the story over and over again to police, to prosecutors, and in court.
- He may be unwilling to share details of the assault in order to protect his family from societal judgment.

Self-blame

- He may blame himself for the attack because he was not able to fight the aggressor off.
- He may think that the assault was not rape because he became sexually aroused during the attack (i.e., he had an erection or ejaculated). This is a normal physiological reaction, NOT a sign of enjoyment.

Aftermath

Male survivors of sexual assault may experience a variety of effects that have an impact on their well-being.

Psychological

- Sense of self and concept of "reality" are disrupted
- Profound anxiety, depression, fearfulness, and identity confusion
- Development of phobias related to the assault setting
- Hypochondriacal symptoms (imaginary ailments)
- Paranoia and obsessive fear of bodily harm
- Withdrawal from interpersonal contact and a heightened sense of alienation
- Stress-induced psycho-physiological reactions
- Psychological outcomes can be severe for men because men are socialized to believe that they are immune to sexual assault and because societal reactions to these assaults can be more isolating and stigmatizing.



Heterosexual Men

- He may experience "homosexual panic"- a fear that the assault will make him "become homosexual."
- He may feel that he is less of a man.

Homosexual Men

- He may feel that he is being “punished” for his sexual orientation.
- He may fear that he was targeted as a member of the homosexual community. This fear may lead him to withdraw from that community.
- He may develop self-loathing related to his sexual orientation.

Relationships / Intimacy

- Relationships may be disrupted by the assault.
- Relationships may be disrupted by other's reactions to the assault such as a lack of belief/support.
- Relationships may also be disrupted by the victim's reactions to the assault.

Emotional

- Anger about the assault can lead to hostility.
- Similarly, the overwhelming emotions that come with surviving a sexual assault can lead to emotional withdrawal.



Rape, Abuse, and Incest National Network (RAINN)

Resources:

- Julie Valentine Center – Rape Crisis Hotline (24/7/365) – (864) 467-3633
<http://www.julievalentinecenter.org/>
- Greenville Memorial Hospital Emergency Trauma Center
701 Grove Rd., Greenville SC 29601 – (864) 455-7000
<http://www.ghs.org/>
- [womenshealth.gov](http://www.womenshealth.gov) – Date Rape Drugs
<http://www.womenshealth.gov/faq/date-rape-drugs.cfm>
- Men Can Stop Rape – (202) 265-6530 <http://www.mencanstoprape.org/>
- National Center for Victims of Crime – (800) 394-2255 <http://www.ncvc.org/>
- Rape, Abuse, and Incest National Network (RAINN) – (800) 656-HOPE (4673)
<http://www.rainn.org/>
- South Carolina Coalition Against Domestic Violence – (800) 260-9293
<http://sccadvasa.org>
- National Coalition Against Domestic Violence – (800) 799-SAFE (7233)
<http://ncadv.org>

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1.16 Statistics Explained

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* [or *Clery Act*], as amended, requires the reporting of crime statistics for certain categories of crimes. Following this summary you will find summaries of each of the four (4) campuses that Greenville Technical College operates. In addition, statistics for non-campus facilities are reported as follows:

Barton Campus (100) includes the following non-campus locations:

- a) Corporate and Career Development (Buck Mickel Center) (500)
- b) McAlister Square [Mall, Admissions and Registration Center, and University Center] (600)
- c) McKinney Regional Automotive Center (800)

Brashier Campus (200) includes the following non-campus locations:

- a) Truck Driver Training [SCTAC/Donaldson Center] (701)
- b) Aircraft Maintenance Training [SCTAC/Donaldson Center] (702)

Greer (300) and Northwest (400) Campuses do not have any non-campus facilities.

In addition, the *Clery Act* requires educational institutions maintain two [2] types of logs of reportable crimes:

- 60 Day Log
- Crime Logs for the 3 reporting years

Greenville Technical College maintains these logs at the Campus Police Department, Building 101, 620 South Pleasantburg Drive.

Crime Logs

60 day logs are available in a number of ways:

- On GTC4me, go to College Resources > Campus Police > Forms and Information
- From the Campus Police Department upon request during business hours. Business hours are Monday through Friday, 8 a.m. – 4 p.m., holidays excluded.
- You may also request a copy of the log in PDF format by email; or a print version by fax, mail, or in person. Contact the Campus Police Department Records Division, at joel.foster@gvltec.edu or at the contact information located on the back cover of this report for your copy.

Crime logs for the reporting years and the current period beyond 60 days, and for the current year beyond 60 days are available for public inspection at the Campus Police Department on the Barton Campus. Please make your request for these logs in writing to either Campus Police on the Barton Campus, or from the Safety Officer on duty on the Satellite Campuses. Allow up to 48 business hours for public inspection of current year logs. Current year logs and logs from years covered in the current Safety and Fire Report are also available on GTC4me under College Resources > Campus Police > Forms and Information.

The Clery Act does not require disclosure of all crime. The Clery Act requires institutions to disclose three general categories of crime statistics:

1. **Types of Offenses**—Criminal Homicide, including:
 - a) Murder and Non-Negligent Manslaughter
 - b) Negligent Manslaughter
 - c) Sex Offenses including:
 - 1) Forcible
 - 2) Non-forcible
 - d) Robbery
 - e) Aggravated Assault
 - f) Burglary
 - g) Motor Vehicle Theft
 - h) Arson
2. **Hate Crimes**—Reportable Hate Crimes include the following categories:
 - a) Murder/Non-negligent manslaughter
 - b) Negligent manslaughter
 - c) Sex Offenses – Forcible
 - d) Sex Offenses – Non-forcible [Incest and Statutory Rape only]
 - e) Robbery
 - f) Aggravated assault
 - g) Burglary
 - h) Motor vehicle theft
 - i) Arson
 - j) Simple Assault
 - k) Larceny – theft (beginning in 2009)
 - l) Intimidation (beginning in 2009)
 - m) Destruction/damage/vandalism of property (beginning in 2009).
3. **Arrests and Referrals for Disciplinary Action** for illegal weapons possession and violation of drug and liquor laws

Resources

- The Campus Safety and Security Data Analysis Cutting Tool – <http://ope.ed.gov/security/>
- United States Department of Justice’s Office on Violence Against Women (OVW) – <http://www.ovw.usdoj.gov/>
- Office of Postsecondary Education, Campus Security – <http://www.ed.gov/admins/lead/safety/campus.html>
- Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention – <http://www.higheredcenter.org/>

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Barton Campus (100) Crime Report 2011

620 South Pleasantburg Drive

Greenville, SC 29607

Previous address: 506 South Pleasantburg Drive; changed due to relocation of Mail Room and Shipping/Receiving.



- This campus **provides** On-campus Student Housing
- This campus has received data from local Police Agency [Greenville Police Department]
- This campus **has** non-campus buildings:
 - Corporate and Career Development (Buck Mickel Center) (500)
216 South Pleasantburg Drive
Greenville, SC 29607
 - McAlister Square (600)
225 South Pleasantburg Drive
Greenville, SC 29607
 - McKinney Regional Automotive Center (800)
227 North Pleasantburg Drive
Greenville, SC 29607

Reportable Criminal Offenses Occurring on Barton Campus			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	2	1	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	2	0	0
f. Aggravated assault	3	1	1
g. Burglary	17	2	17
h. Motor vehicle theft	1	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring in Student Housing [ALSO REPORTED IN CAMPUS TOTALS]			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	1	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	2	0	0
f. Aggravated assault	2	1	1

g. Burglary	17	1	17
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring on Non-campus Properties			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]			
1. Incest	0	0	0
2. Statutory rape	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	1	1	0
g. Burglary	1	1	0
h. Motor vehicle theft	0	0	1
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes: Includes Buck Mickel, McAlister Square, and McKinney Regional Automotive Center.			

Reportable Criminal Offenses Occurring on Public Property [ADJACENT TO BARTON CAMPUS]			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	1	0	0
f. Aggravated assault	1	0	2
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Hate Crimes:

There were no reportable hate crimes for the reporting period [2008-2010]

Arrests on Barton Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	5	0	2
b. Drug law violations	10	4	13
c. Liquor law violations	5	0	1
Notes:			

Arrests in Student Housing [ALSO REPORTED IN CAMPUS TOTALS]			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	4	0	1
b. Drug law violations	10	3	8
c. Liquor law violations	4	0	0
Notes:			

Arrests – Non-Campus Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	1	0
c. Liquor law violations	0	1	0
Notes:			

Arrests – Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	1	0	0
Notes:			

Disciplinary Actions on Barton Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	1	1	1
b. Drug law violations	12	5	8
c. Liquor law violations	20	2	13
Notes:			

Disciplinary Actions in Student Housing [ALSO REPORTED IN CAMPUS TOTALS]			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	11	1	5
c. Liquor law violations	20	1	13
Notes:			

Disciplinary Actions – Non-Campus Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	1	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions - Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

This campus has an On-Campus Student Housing Facility.

Data and statistics for fire are included in the **Fire Safety Report**, Section 2 of this booklet, starting on page [79](#).

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Barton Campus Crime Report 2011 - 4

Brashier Campus (200) Crime Report 2011

1830 West Georgia Road

Simpsonville, SC 29680



- This campus does **not** provides On-campus Student Housing
- This campus has received data from local Police Agency [Greenville County Sheriff's Office]
- This campus **has** non-campus buildings located at the SC Technology and Aviation Center (SC-TAC), formerly known as Donaldson Center:

Truck Driver Training (701)
179 Perimeter Road
Greenville, SC 29605

Aircraft Maintenance (702)
111 Connecticut Court
Greenville, SC 29605

Reportable Criminal Offenses Occurring on Brashier Campus			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring on Non-campus Properties			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	2	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring on Public Property [ADJACENT TO BRASHIER CAMPUS]			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Hate Crimes:

There were no reportable hate crimes for the reporting period [2008-2010]

Arrests on Brashier Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	1
b. Drug law violations	1	0	0
c. Liquor law violations	0	0	0
Notes:			

Arrests – Non-Campus Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Arrests – Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	1	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions on Brashier Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	2	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions – Non-Campus Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions - Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Notes

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Greer Campus (300) Crime Report 2011

2522 Locust Hill Road

Tailors, SC 29687



- This campus does **not** provides On-campus Student Housing
- This campus has received data from local Police Agency [Greenville County Sheriff's Office]
- This campus has **no** non-campus buildings

Reportable Criminal Offenses Occurring on Greer Campus			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring on Public Property [ADJACENT TO GREER CAMPUS]			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Hate Crimes:

There were no reportable hate crimes for the reporting period [2008-2010]

Arrests on Greer Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Arrests – Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions on Greer Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	1	0	0
Notes:			

Disciplinary Actions - Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Northwest Campus (400) Crime Report 2011

8109 White Horse Road
Greenville, SC 29617



- This campus does **not** provides On-campus Student Housing
- This campus has received data from local Police Agency [Greenville County Sheriff's Office]
- This campus has **no** non-campus buildings

Reportable Criminal Offenses Occurring on Northwest Campus			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	1	0	0
g. Burglary	0	1	1
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Reportable Criminal Offenses Occurring on Public Property [ADJACENT TO NORTHWEST CAMPUS]			
Criminal Offense	2008	2009	2010
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses – Forcible	0	0	0
d. Sex offenses – Non-forcible [only incest and statutory rape]	0		
1. Incest		0	0
2. Statutory rape		0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson [Only fires that are investigated by law enforcement and determined to be arson]	0	0	0
Notes:			

Hate Crimes:

There were no reportable hate crimes for the reporting period [2008-2010]

Arrests on Northwest Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Arrests – Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions on Northwest Campus			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

Disciplinary Actions - Public Properties			
Criminal Offense	2008	2009	2010
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
Notes:			

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Northwest Campus Crime Report 2011 - 2

1.17 Victim's Rights

Crime Victim's Bill of Rights

Pursuant to the Constitution of the State of South Carolina, as a victim of a crime, you have the right:

- To receive an initial offense incident report.
- To be treated with fairness, respect, and dignity and to be free from intimidation, harassment, or abuse.
- To be reasonably informed when the accused or convicted person is arrested, released from custody, or has escaped.
- To be informed of and be present at all criminal proceedings where final decisions on charges can be made or where the defendant has a right to be present.
- To be allowed to submit either a written or oral statement at all hearings affecting bond or bail.
- To be heard at any proceeding involving a post arrest motion, plea, or sentencing.
- To be reasonably protected from the accused or persons acting on behalf of the accused throughout the criminal justice process.
- To confer with the prosecution before the trial, or before any disposition, and be informed of the disposition.
- To have reasonable access after the conclusion of the criminal investigation to all documents relating to the crime against the victim before trial.
- To receive prompt and full restitution from the convicted person(s).
- To be informed of any proceedings when any post-conviction action or hearing is held, and be present at any hearing.
- To obtain a reasonable disposition and prompt and final conclusion of the case.

Incident Reports

A copy of the Incident Report can be obtained free of charge, 48 hours after the incident (excluding weekends and holidays) from the Greenville Technical College Campus Police Department, Records Division, Mail Stop 1011, PO Box 5616, Greenville, SC 29607. Campus Police Headquarters is located on the Barton Campus in Building 101. Phone: (864) 250-8150; Fax: (864) 250-8145; email: joel.foster@gvltec.edu.

Victim's Compensation

The South Carolina Victim's Compensation Fund may provide reimbursement for the following crime-related expenses:

- Medical expenses
- Counseling (by a licensed counselor)
- Lost wages/support
- Funeral expense

Property loss, pain, and suffering cannot be compensated.

To be eligible to receive victim compensation, the applicant must:

- Have reported the crime to the proper law enforcement agency within 48 hours after the crime.
- File a claim within 180 days of the date of the crime.
- Fully cooperate with all law enforcement agencies.
- Not have engaged in illegal activity at the time of the crime.

For more information, contact the 13th Circuit Solicitor's Victim Witness Program at (864) 467-8647 or the State Office of Victim Assistance at (800) 220-5370 (<http://www.oepp.sc.gov/sova/>).

Resources

Law Enforcement Agencies

- Greenville Technical College Campus Police – (864) 250-8911
- Greenville Police Department – (864) 271-5333
- Greenville County Sheriff's Office – (864) 271-5210
- Fountain Inn Police Department – (864) 862-4461
- Greer Police Department – (864) 848-2151
- Mauldin Police Department – (864) 297-5200
- Simpsonville Police Department – (864) 967-9536
- S.C. Attorney General – (864) 241-1168
- S.C. Highway Patrol – (864) 241-1000
- Travelers Rest Police Department – (864) 834-9029

Community Resources:

- Chick Springs Summary Court (Magistrate) – (864) 244-2922
- 13th Circuit Solicitor Greenville – (864) 467-8647
- 13th Circuit Solicitor Family Court – (864) 467-5900
- Legal Services Agency – (864) 679-3232
- United Way of Greenville County Helpline – (864) 467-3300
- CRISISline – (864) 271-8888
- Suicide Hotline – (800) 273-TALK (8255)
- Compass of Carolina – (864) 467-3434
- Julie Valentine Center – Rape Crisis Hotline – (864) 467-3633
- SC Department of Social Services – (864) 467-7700
- SC Dept. of Corrections Victim Services – (800) 835-0304
- Crime Stoppers – (864) 467-5357
- Safe Harbor Shelter for Abused Women – (864) 467-3636
- SC Victim Assistance Network – (888) 852-1900
- Miracle Hill Shepherd's Gate – (864) 268-5589
- Salvation Army of Greenville – (864) 235-4803

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1.18 Weapons



The carrying of firearms or other weapons on campus, concealed or otherwise, is prohibited under the South Carolina Code of Law, except as provided in the code. The sections excerpted below are applicable as of the time of this publication:

SECTION 16-23-420. *Possession of firearm on school property; concealed weapons.*

(A) It is unlawful for a person to possess a firearm of any kind on any premises or property owned, operated, or controlled by a private or public school, college, university, technical college, other post-secondary institution, or in any publicly owned building, without the express permission of the authorities in charge of the premises or property. The provisions of this subsection related to any premises or property owned, operated, or controlled by a private or public school, college, university, technical college, or other post-secondary institution, do not apply to a person who is authorized to carry a concealed weapon pursuant to Article 4, Chapter 31, Title 23 when the weapon remains inside an attended or locked motor vehicle and is secured in a closed glove compartment, closed console, closed trunk, or in a closed container secured by an integral fastener and transported in the luggage compartment of the vehicle.

(B) It is unlawful for a person to enter the premises or property described in subsection (A) and to display, brandish, or threaten others with a firearm.



(C) A person who violates the provisions of this section is guilty of a felony and, upon conviction, must be fined not more than five thousand dollars or imprisoned not more than five years, or both.

(D) This section does not apply to a guard, law enforcement officer, or member of the armed forces, or student of military science. A married student residing in an apartment provided by the private or public school whose presence with a weapon in or around a particular building is authorized by persons legally responsible for the security of the buildings is also exempted from the provisions of this section.

(E) For purposes of this section, the terms "premises" and "property" do not include state or locally owned or maintained roads, streets, or rights-of-way of them, running through or adjacent to premises or property owned, operated, or controlled by a private or public school, college, university, technical college, or other post-secondary institution, which are open full time to public vehicular traffic.

(F) This section does not apply to a person who is authorized to carry concealed weapons pursuant to Article 4, Chapter 31 of Title 23 when upon any premises, property, or building that is part of an interstate highway rest area facility.

SECTION 16-23-430. *Carrying weapon on school property; concealed weapons.*



(A) It shall be unlawful for any person, except state, county, or municipal law enforcement officers or personnel authorized by school officials, to carry on his person, while on any elementary or secondary school property, a knife, with a blade over two inches long, a blackjack, a metal pipe or pole, firearms, or any other type of weapon, device, or object which may be used to inflict bodily injury or death.

(B) This section does not apply to a person who is authorized to carry a concealed weapon pursuant to Article 4, Chapter 31, Title 23 when the weapon remains inside an attended or locked motor vehicle and is secured in a closed glove compartment, closed console, closed trunk, or in a closed container secured by an integral fastener and transported in the luggage compartment of the vehicle.

(C) A person who violates the provisions of this section is guilty of a felony and, upon conviction, must be fined not more than one thousand dollars or imprisoned not more than five years, or both. Any weapon or object used in violation of this section may be confiscated by the law enforcement division making the arrest.



Resources

South Carolina Code of Law – <http://www.scstatehouse.gov/code/statmast.htm>

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Section 2



Fire Safety Report

The **Higher Education Opportunity Act** (Public Law 110-315) became law in August 2008. It requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Greenville Technical College.

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Notes

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2.1 Campus Fire Safety Annual Compliance Report

General Statement of Greenville Tech Foundation Student Housing (GTFSH)



At Greenville Technical College, Student Housing is owned and operated by the Greenville Tech Foundation, MS 6002, PO Box 5616, Greenville, SC 29606-5616. GTFSH consists of 4 buildings, with 121 two and four bedroom garden style apartments. Buildings A, B, and C are 3 stories, and Building D is 3 stories plus a partial ground floor. There is also a single story leasing office/clubhouse, operated 7 days a week during posted daytime and evening hours, select holidays excluded.

The total number of bedrooms in the complex is 438.

Constructed in 2006, all buildings are equipped with integrated fire sprinkler and redundant fire alarm monitoring systems which are monitored 24 hours a day, seven days a week by a contracted fire alarm monitoring center.

Fire service is provided by the Greenville Fire Department. The primary responding station is Station 3, located at 2101 Augusta St., 1.7 miles from Student Housing. This station has 25 firefighters, including 1 Captain and 5 Lieutenants. Assigned to Station 3 are:

- Engine 3 - 2001 model 1500gpm Sutphen Pumper.
- Rescue 2 - 2000 Hackney Spartan custom 5-man cab heavy and technical rescue truck.



In addition, Station 5, located at 15 Waite St., 2.9 miles from Student Housing, responds as backup. This station is staffed by 30 firefighters including 3 Battalion Chiefs, 1 Captain, and 5 Lieutenants. Assigned to Station 5 are:

- Battalion 1 – 2005 Chevy 4X4 Blazer
- Engine 7 – 1999 Sutphen 1500 gpm pumper
- Quint 1 – 1996 Sutphen 70+ Aerial

Other equipment located at this station and readily available are:

- MCP – 2001 Hackney/International Mobile Command Post
- Boat 1 – 2001 Sea Ark 16' boat/40hp Honda outboard motor
- Hazardous Materials Equipment/material – 2001 Wells Fargo 16' trailer
- Rescue Unit – 2001 Wells Fargo 20' trailer

Apartment Building Fire Safety Systems

Building	Fire Detection System (Smoke, Ion, Heat)	Fire Suppression System	Fire Extinguishers Present	Redundant Monitoring System	Fire Drills Each Semester (Minimum)
A	Yes	Full	Yes	Yes	2
B	Yes	Full	Yes	Yes	2
C	Yes	Full	Yes	Yes	2
D	Yes	Full	Yes	Yes	2

Fire Safety Improvements and Upgrades

The Greenville Tech Campus Police Fire Inspector reviews the fire systems in each apartment building at least annually, and will recommend/order upgrades, repairs, or revisions as problems are identified.

Student Housing Fire Drills

1. In order to ensure fire equipment is working properly and that residents are aware of evacuation procedures, at least two fire drills will be held a semester.
2. All residents are required to vacate their building upon hearing the fire alarm. Those who refuse will face a fine of \$15.00.



Safety Education and Policy

At the time of move-in each resident will be given a copy of the GTFSH Resident Handbook, which includes a copy of the GTC Student Code of Conduct. Residents are responsible for knowing and abiding by these and all other policies governing students at Greenville Technical College and residents of the GTFSH community.

Fire Prevention and Safety

GTF Student Housing considers fire safety extremely important, and students have an obligation to adhere to our regulations as well as city/state statutes.

- **Misuse of Fire Prevention and Control Equipment** – It is unlawful for any person to tamper with, or misuse, or destroy without proper cause any fire prevention and control equipment, including but not limited to smoke detectors on the ceilings and walls of each apartment unit, fire alarm stations, evacuation notices, fire drill procedures, or fire extinguishers. Note: There is a \$25.00 fine per resident in the apartment for each smoke detector found tampered with or disconnected. If the battery dies in your smoke detector, contact your RA as soon as possible.
- Any resident alleged to have committed an act of improper use or abuse of fire prevention and control equipment will be subject to disciplinary action up to an including loss of housing privileges.

- All apartments contain a fire evacuation sheet on the front entrance. If this sheet is missing during inspections or check-out, the resident(s) will be fined \$25.00.

False alarm

Every effort will be made to identify individuals who cause a false alarm. When such persons are identified, they will be referred to the General Manager, Dean of Students, and the GTC Campus Police for disciplinary action and possible prosecution. In addition to legal proceedings, each individual involved will be subject to eviction. All costs of false alarms will be charged to the identified individuals.

Other Rules and Regulations

- Grilling is not permitted. Grills are not allowed on campus.
- Candles are not permitted. Candles that are found during inspection will be confiscated and disposed of. A \$10.00 fine will be assessed to the student or shared by the students in the apartment.
- The following items **are prohibited** in GTF Student Housing:
 - Dangerous or hazardous substances and chemicals, including, but not limited to automobile batteries, gasoline, acids and other dangerous chemicals.
 - Live-cut Christmas trees because they constitute a fire hazard.
 - Motorcycles, motor scooters, mopeds, or other internal combustion engines inside buildings or in entryways or on walkways, porches, or lawns. These are only allowed in the parking lots.
 - Space heaters and other heating devices.
 - Incense, candles, or other odor producing items; it is understood by Tenant that offensive noises and odors are expressly prohibited.
- Driveways, sidewalks, courts, halls, entry passages, stairs and other public areas shall not be obstructed at any time. Bicycles may be parked or stored only in the areas provided for bicycle parking. Bicycles may not be chained to any exterior railings, trees, light poles or any other structure. Bicycles may be removed from such areas by Landlord and a \$25.00 removal fee will be charged to the owner of the bicycle. Landlord shall not be liable for damages or loss of any bicycles. Bikes are not allowed to be stored in the apartment. A \$20.00 fee will be assessed for any bicycles found in the bedrooms or common areas of the apartment.
- GTFSH is a smoke free facility. Smoking is not allowed in any public areas, e.g. hallways, lounges, laundry room, or tenant's room. Any resident smoking must be 15 feet away from the building. Any resident found smoking inside the unit will face disciplinary actions as well as incur the cost of having the unit deodorized.

Additional policies and procedures may be introduced at any time deemed necessary.

Evacuation Procedures

In case of a fire, please sound the nearest fire alarm and evacuate the building.

Evacuation procedures are as follows:

- Know the emergency routes from your room and hall.
- Check to see if your door is hot or has smoke around it. If so, stay in your room and wait to be evacuated by firefighters.
- Shut your door tightly when you leave. Exit your building and follow the directions of staff members.
- DO NOT remain in courtyards, access roads, or in close proximity to the buildings. Remain in designated locations until cleared for re-entry by either the Campus Police, or a member of the Housing staff acting on behalf of the Campus Police.
- If you are trained in the proper use of a fire extinguisher and can do so without endangering yourself, please do so. However, our first concern is your safety. Do not attempt to extinguish a fire if your personal safety becomes threatened.



Health and Safety Inspections

GTFSH will conduct health and safety inspections of apartment units three times each semester and as deemed necessary to ensure health and safety guidelines are being maintained.

If during routine maintenance checks, an apartment is found significantly below health and safety standards, the resident will be given 24 hours to correct and clean up the apartment. A GTF Student Housing Staff Member will specifically cite problems that need to be corrected to avoid fines. A \$25.00 fine will be assessed to students for cleanliness issues. If the issue lies in the common area, all roommates will be charged. You are reminded of the primary right to live in a clean environment. Residents who have hygiene issues will receive written warning regarding the issue. Continued problems may result in the loss of housing.

Violations constituting a fire hazard include:

- Extension cords and multi-tap electric units without a breaker
- Items stored closer than 18 inches from a sprinkler head
- Blocking of electrical panels
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense, or tobacco products
- Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
- Covering a door with paper or other combustible material
- Use of electrical wiring, devices, appliances which are modified or damaged
- Use of portable heater
- Tampered with smoke detector
- Use of halogen lamps/lighting

- Strings of lights, twinkle lights, holiday lights
- Any other situation deemed unsafe by the staff inspector

Reporting a Fire

Students reporting a fire should contact 9-1-1, then Campus Police. If the fire event is no longer a danger they should contact Housing Management or the Community Assistant to report the incident to Campus Police.



Fire Log

Greenville Technical College maintains a Fire Log that records any fire occurring in on-campus student housing and includes information such as the nature, date, time, and general location of each fire. The Fire Log entry, or an addition to an entry, shall be made within two business days of the receipt of information. The Fire Log is available to the public during normal business hours.

- The Fire log for the most recent 60-day period shall be open to public inspection during normal business hours.
- The current 60 day Fire Log is available on GTC4me under College Resources > Campus Police > Forms and Information
- Any portion of the log older than 60 days will available within two business days of a request for public inspection.

Follow the procedures found on page [61](#), Section 1.15 under the subheading **Crime Logs** to request inspection of the Fire Logs.

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Notes

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2.2 Living Safely in Your Apartment

What you need to do if there is a fire:

- Get out of the apartment
- Once out – STAY OUT! Do not go back in for ANY reason
- Call 9-1-1 from a safe location
- Give the dispatcher as much accurate information as you can.
- Use your fire escape plan. Discuss a meeting place with your roommates in advance and meet there in case of fire
- Try to let neighbors know to get out
- Keep the roads and parking areas open
- If you can't get out, use a cellular phone to stay in touch with 9-1-1 dispatchers, and shine a flashlight or wave a sheet out the window to alert firefighters that you're trapped
- Stay calm



Tips for living safely in Student Housing:

- Make sure you have smoke alarms that work
 - Test them monthly, and notify RA or maintenance immediately if batteries need to be replaced
- Know where the fire extinguishers are located both inside and outside the apartment
- Grills, smoking, and portable heaters are prohibited in Greenville Tech Foundation Student Housing
- Don't park in front of fire hydrants
- Have a fire escape plan, and practice it
 - Do not remove emergency information from your front door; it is required by law
 - Contact management if your emergency information is missing from your front door
 - Know at least two ways to get out of your apartment
 - Pick a meeting place outside the apartment building
 - Don't use elevators (they may take you right into the fire.)
- Don't run extension cords under carpets or from room-to-room
 - Extension cords can easily overheat
 - Extension cords are for temporary use only

- Be aware of residents with disabilities in your building
 - If there's a fire, they may have extra difficulty getting out
 - You may be able to help them, or you can direct firefighters to their apartment

City of Phoenix Fire Department - Adapted



How to prevent kitchen grease fires:

Grease fires make up a large percentage of kitchen household fires. The majority of fires at Greenville Tech Foundation Student Housing have been caused by cooking left unattended. It just takes a second for grease to ignite and often the things people do to put them out only serve to spread them faster. It's really easy to get burned with grease because it splatters easily and sticks to the skin like super glue once it touches. The best way to deal with grease fires is to prevent them. With a few simple precautions – a little time and forethought – they shouldn't be a problem.

Keep on hand:

- Oven mitts, pot holders
- Pan lid
- Baking soda

What to do:

- Heat oil slowly. The quickest way for grease to catch fire is for it to be heated too quickly. Oil will quickly grow hotter and hotter until it will burst into flames. Never leave anything with any kind of grease unattended on the stove. It only takes a second for it to ignite, and it spreads very quickly.
- Keep things away from oil that is heating. If water spills into a pan of hot grease, it will turn into steam immediately which will violently spew out hot grease in every direction. Make sure that no liquids are sitting close to the pan. Don't drink near the stove or keep cups of coffee or cans of soda too close either.
- Use great caution with deep fat fryers that nothing is around to tip them over. Be careful about the cord. Don't leave it anyplace where it can be snagged or pulled over by other things. Don't leave the fryer anywhere near the edge of the counter where it could be pulled or bumped by people passing.
- Add foods to hot grease carefully. Make sure that the food isn't holding water. Pat French fries with paper toweling, make sure that chicken is covered in flour, and check over all foods for excessive moisture before they go into the grease. When putting things into hot grease place them in the pan or fryer with tongs or a long fork. Never drop them in because they could spatter and cause burns.

- When you are finished, make sure that the burner is turned off, or the fryer is unplugged.

Tips & Warnings:

- Keep pan lids handy when you cook; they are the easiest way to smother a fire
- Keep oven mitts handy to put the lid on a burning pan
- Don't use fryers near counter edges
- Keep fryer wires safely tucked away when not in use
- Never keep any kind of liquid anywhere around hot grease

How to Put Out a Grease Fire:


Don't be caught unprepared when cooking in the kitchen. If you are working with grease or oil, it is critical that you know what to do in the event it catches fire. Should you ever find yourself faced with a grease fire in your kitchen, follow these steps to ensure that it is extinguished quickly and safely.

**What to do:**

- Place a metal lid over the flame. Do not use glass since the heat from the fire can cause it to break.
- Smother the fire with a liberal amount of baking soda if it is relatively small and contained. Try finding a lid if possible. Because it requires so much baking soda to extinguish a fire, a lid is faster and generally more effective than baking soda.
- Spray the fire with a Class B dry chemical fire extinguisher. Use this method if it is your only option because it will ruin food and contaminate kitchen dishes and utensils.
- Use a Class K wet chemical fire extinguisher if it is available. Though more effective for extinguishing large grease fires, these are generally found only in commercial settings and are not provided in Student Housing.
- Call 9-1-1 immediately if the fire is not quickly extinguished or if it grows too large to be controlled.
- Be prepared for a grease fire. Keep oven mitts or thick and heavy pot holders close by. Remember to always have the lid that fits the pan right at hand. If a grease fire starts, immediately put the lid on the pan. The flames will smother for lack of oxygen. Only after the lid is firmly on the pan should you reach out and shut the burner off. Don't touch the lid until the pan has cooled for 20 to 30 minutes. Grease can reignite and splatter and the lid will be covered and dripping with hot grease for a good while.

- Never pick up a pan that is on fire. If you tip it, the fire will grab hold of whatever it falls onto and spread. If you don't have a lid ready, pour baking soda on the flames, but be careful never to use baking powder because it burns and will add fuel to the fire.

Tips & Warnings:

- Use baking soda to put out a grease fire
 - Don't touch the lid you use to cover a fire with for 20 to 30 minutes
 - Do not use any type of powdered baking product (such as flour) other than baking soda when trying to extinguish a grease fire. It may be flammable, and rather than putting out the flames, it might fuel them instead.
- 
- A fire extinguisher could potentially spread flames as you try to extinguish them, so be careful that this does not happen if you use a fire extinguisher on a grease fire.
 - Do not try dousing a grease fire with water under any circumstances. Water will not put out a grease fire.
 - Never move a burning pan. Do not attempt to carry the flaming pan to the sink or outside. The pan will be too hot to transport, in addition to the likelihood that the grease will spill when you try to carry it. You will end up burning yourself and spreading the fire.

ehow.com – Adapted

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2.3 Statistics and Reports of On-campus Student Housing Fires

Yearly Fire Damage Report

2010		Total Number Fire-Related Injuries	Total Number Fire-Related Deaths	Key to Detail Below
Building	Total Fires			
A	0	N/A	N/A	N/A
B	0	N/A	N/A	N/A
C	0	N/A	N/A	N/A
D	0	N/A	N/A	N/A

Key 2010 Detail:

No reportable incidents

2009		Total Number Fire-Related Injuries	Total Number Fire-Related Deaths	Key to Detail Below
Building	Total Fires			
A	0	N/A	N/A	N/A
B	0	N/A	N/A	N/A
C	0	N/A	N/A	N/A
D	0	N/A	N/A	N/A

Key 2009 Detail:

No reportable incidents

2008		Total Number Fire-Related Injuries	Total Number Fire-Related Deaths	Key to Detail Below
Building	Total Fires			
A	0	N/A	N/A	N/A
B	0	N/A	N/A	N/A
C	1	0	0	2
D	1	0	0	1

Key 2008 Detail:

- Building:* D *Date/Time:* 01/02/2008 - 15:40
Cause: Pot left on stove unattended, first floor above ground floor.
Value of Property Damage: \$10,474.⁵⁰
- Building:* C *Date/Time:* 11/03/2008 - 00:30
Cause: Frying pan left on stove unattended, switched on 'high' instead of 'off,' 2nd floor.
Value of Property Damage: \$16,377.⁹⁸

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2.4 Glossary of Terms

Fire — any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.



Fire drill — a supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury — any instance in which a person is injured requiring medical treatment as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related death — any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or deaths that occur within 1 year of injuries sustained as a result of the fire.

Fire safety system — any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including:

- Sprinkler or other fire extinguishing systems.
- Fire detection devices.
- Stand alone smoke alarms.
- Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights.
- Smoke-control and reduction mechanisms.
- Fire doors and walls that reduce the spread of a fire.

Value of Property Damage — the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: contents damaged by fire, related damages caused by smoke, water, and overhaul. However it does not include indirect loss, such as business interruption.

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